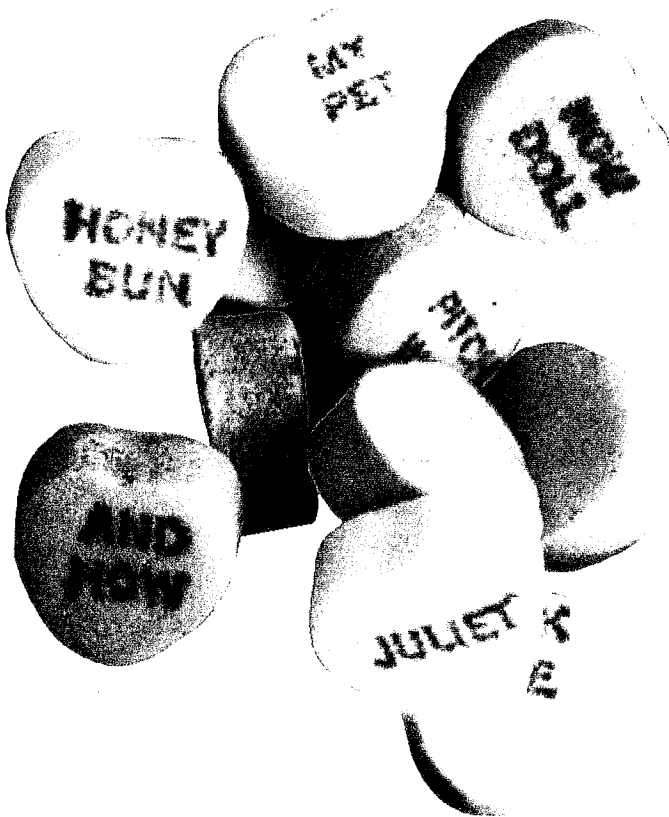
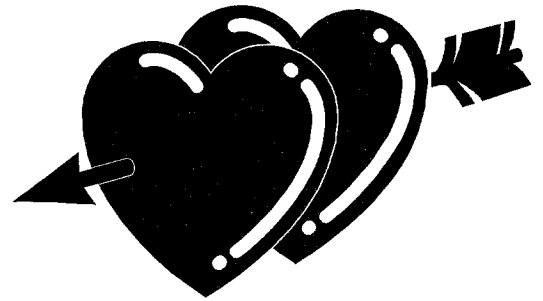


# ORANGEVILLE CITY COUNCIL MEETING

THURSDAY  
FEBRUARY 12, 2015



ORANGEVILLE CITY COUNCIL  
WORK MEETING  
TO BE HELD AT  
ORANGEVILLE CITY HALL  
THURSDAY  
February 12, 2015

PUBLIC NOTICE is hereby given that the Orangeville City Council will hold a work meeting on the 12th day of February 2015 at 6:30 pm in the Orangeville City Hall, 25 North Main, Orangeville, Utah.

AGENDA

1. Annual Open and Public Meeting Training

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted at Orangeville City Hall, and delivered to the Mayor and City Council members on the 11<sup>th</sup> day of February, 2015.

Ruanne Leeftang  
City Recorder

**Orangeville City  
Council Meeting  
Thursday  
February 12 2015**

**CONTENTS**

1. Bills and Warrants
2. Safety Committee
3. Building Inspector
4. School District Water Lease
5. Paint and Carpet Bids For Council Room
6. Bids For Lawnmower At Cemetery
7. Resolution 2015-3 A Resolution Adopting An Addition To Orangeville City Policy and Procedures
8. Ordinance 2015-1 An Ordinance Amending Title 3 Chapter 4 Of The Orangeville City Purchase Policy
- 8 Interest Report
9. Financial Statement
10. FYI

ORANGEVILLE CITY COUNCIL  
REGULAR MEETING  
TO BE HELD AT  
ORANGEVILLE CITY  
HALL  
Thursday  
February 12, 2015

PUBLIC NOTICE is hereby given that the Orangeville City Council will hold its City Council meeting on the 12th day of February, 2015 at 7:30 pm. in the Orangeville City Hall, 25 No. Main.

AGENDA

1. Opening Ceremonies – Prayer, invocation or uplifting thought – Pledge of Allegiance
2. Public Comments – Comments from the public on items not on the agenda. There can be no action taken on these matters as they are limited to three (3) minutes
3. Approval of Bills and Warrants
4. Approval of Minutes of Previous Meeting
5. Jordan Tuttle – Report on YCC Day At The Legislature
6. Discuss Safety Committee
7. Discuss Building Inspector
8. Discuss Celebration Committee
9. Approve Changing Day Of City Council Meeting
10. Approve School District Water Lease
11. Approve Bids For Paint And Carpet In City Council Room
12. Approve Bids For Lawnmower At The Cemetery
13. Approve Allocations For Capital Project Fund
14. Resolution 2015-3 A Resolution Adopting An Addition To Orangeville City Policies And Procedures
15. Ordinance 2015-1 An Ordinance Amending Title 3 Chapter 4 Of The Orangeville City Purchasing Policy
16. Planning and Zoning Commission
17. Staff Reports
  - 1) Dennis Tuttle – Zoning Administrator
  - 2) Katlin Bell – Animal Control
  - 3) Cindy Nielson – City Treasurer
  - 4) Ruanne Leeftang – City Recorder
18. Council Business: Unfinished business and any new business
  - 1) Carole Larsen – Planning & Zoning, Board of Adjustments, Historical Committee, Economic Development
  - 2) Carol Stilson – Beautification, Youth City Council, Main Street Improvements, City Clean-up
  - 3) Ben Orgill – Parks, City Celebrations, Community Service
  - 4) Tom Baltzer – Cemetery, Fire Dept., Public Safety
  - 5) Kent Wilson – Road, Water & Sewer, Animal Control
  - 6) Roger Swenson – Mayor Report
19. Executive Session

In compliance with the ADA, individuals needing special accommodations (including auxiliary communicative aids and services) during the meeting should notify the City Recorder at 748-2651 at least 3 days prior to the meeting.  
Anyone wishing to participate in the opening ceremonies with a prayer, invocation or uplifting thought, should notify the City Recorder at least 3 days prior to the meeting.

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted at Orangeville City Hall, faxed to Emery County Progress and placed on the Public Notice Website on Feb. 11, 2015. Was delivered to the Mayor and City Council members on Feb. 11, 2015.

Ruanne Leeftang  
City Recorder

# ORANGEVILLE CITY CORPORATION

## Payroll Review

Employee	Department	Period Start	Period End	Hours	Gross Pay	Deduction Amount	Benefit Amount	Reimbursement Amount	Net Pay
Addley, Tracy Rex		01/18/2015	01/31/2015	0.00	0.00	0.00	0.00	0.00	0.00
Bell, Matt Katlin		01/01/2015	01/31/2015	18.00	299.00	22.88	22.88	0.00	276.12
Heiniger, Kim E		01/18/2015	01/31/2015	80.00	1,328.00	286.74	367.86	0.00	1,041.26
Leeftang, Ruanne		01/18/2015	01/31/2015	80.00	1,080.00	265.34	299.16	0.00	814.66
Miner, Stephen B		01/18/2015	01/31/2015	19.75	221.99	46.98	16.98	0.00	175.01
Moore, Carolyn		01/18/2015	01/31/2015	25.25	239.37	18.31	18.31	0.00	221.06
Nielson, Cindy B		01/18/2015	01/31/2015	80.00	1,126.40	287.02	312.02	0.00	839.38
Tuttle, Dennis R		01/18/2015	01/31/2015	80.00	426.00	176.93	32.59	0.00	249.07
				<b>383.00</b>	<b>\$4,720.76</b>	<b>\$1,104.20</b>	<b>\$1,069.80</b>	<b>\$0.00</b>	<b>\$3,516.56</b>

Approved - Date

Mayor

Council

# ORANGEVILLE CITY CORPORATION

## Payroll Review

Employee	Department	Period Start	Period End	Hours	Gross Pay	Deduction Amount	Benefit Amount	Reimbursement Amount	Net Pay
Addley, Tracy Rex		01/04/2015	01/17/2015	8.00	80.00	6.12	6.12	0.00	73.88
Baltzer, Thomas A		01/01/2015	01/31/2015	173.33	300.00	83.75	22.95	0.00	216.25
Heiniger, Kim E		01/04/2015	01/17/2015	80.00	1,328.00	286.74	367.86	0.00	1,041.26
Humphrey, Grace E		01/01/2015	01/31/2015	173.33	112.14	8.58	8.58	0.00	103.56
Larsen, Carole		01/01/2015	01/31/2015	173.33	300.00	22.95	22.95	0.00	277.05
Leeftang, Ruanne		01/04/2015	01/17/2015	80.00	1,080.00	265.34	299.16	0.00	814.66
Miner, Stephen B		01/04/2015	01/17/2015	48.00	539.52	71.27	41.27	0.00	468.25
Moore, Carolyn		01/04/2015	01/17/2015	29.00	274.92	24.35	21.04	0.00	250.57
Nielson, Cindy B		01/04/2015	01/17/2015	80.00	1,126.40	287.02	312.02	14.00	853.38
Orgill, James Benjamin		01/01/2015	01/31/2015	173.33	300.00	22.95	22.95	0.00	277.05
Stilson, Carol D		01/01/2015	01/31/2015	173.33	300.00	22.95	22.95	0.00	277.05
Swenson, Roger Snell		01/01/2015	01/31/2015	173.33	600.00	45.90	45.90	0.00	554.10
Tuttle, Dennis R		01/04/2015	01/17/2015	80.00	426.00	176.93	32.59	0.00	249.07
Wilson, Kent B		01/01/2015	01/31/2015	173.33	300.00	22.95	22.95	0.00	277.05
				<b>1,618.31</b>	<b>\$7,066.98</b>	<b>\$1,347.80</b>	<b>\$1,249.29</b>	<b>\$14.00</b>	<b>\$5,733.18</b>

Approved Date \_\_\_\_\_

Mayor \_\_\_\_\_

Council \_\_\_\_\_

**ORANGEVILLE CITY CORPORATION**  
**Invoice Register - 1/1/2015 to 1/31/2015 - All Invoices**

2/4/2015

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
01262015 PO# 01262015	Carol Stilson	20222	1/26/2015	1/26/2015	\$171.36	10 4965.0	Non-Dept BEAUTIFICATION	YCC Day At The Legislature -
01052015 PO# 01052015	Castle Valley Spec.Serv. Dist	20183	1/5/2015	1/5/2015	\$8,259.75	51 4057.0	SPECIAL SERVICE DISTRIC	Culinary,Secondary,outside
01292015 PO# 01292015	Cindy Nielson, Custodian	20226	1/29/2015	1/29/2015	\$50.00	51 4066.0	SPEC SERV DIST (2ND WAT	Secondary Water
PR010315-65	EFTPS		1/5/2015	1/5/2015	\$1,142.39	10 4252.0	Animal Control SUPPLIES &	Cash For Rabies Clinic
					605.20	10 2221.0	FICA PAYABLE	Social Security Tax
					141.54	10 2221.0	FICA PAYABLE	Medicare Tax
					395.65	10 2222.0	FEDERAL WITHHOLDING P	Federal Income Tax
PR011715-65	EFTPS		1/20/2015	1/20/2015	\$1,141.78	10 2221.0	FICA PAYABLE	Social Security Tax
					602.02	10 2221.0	FICA PAYABLE	Medicare Tax
					140.80	10 2221.0	FEDERAL WITHHOLDING P	Federal Income Tax
PR013115-65	EFTPS		1/20/2015	1/20/2015	\$349.26	10 2221.0	FICA PAYABLE	Social Security Tax
					274.30	10 2221.0	FICA PAYABLE	Medicare Tax
					64.16	10 2221.0	FEDERAL WITHHOLDING P	Federal Income Tax
PR123114-65	EFTPS		1/5/2015	1/5/2015	\$41.08	10 2221.0	FICA PAYABLE	Social Security Tax
					33.30	10 2221.0	FICA PAYABLE	Medicare Tax
					7.78	10 2221.0	FEDERAL WITHHOLDING P	Federal Income Tax
	<b>Vendor Total:</b>				<b>\$2,674.51</b>			
01122015 PO# 01122015	Emery County Progress	20190	1/12/2015	1/12/2015	\$99.00	10 4322.0	Central Purchase PUBLIC NO	Public Notice
01052015 PO# 01052015	Emery County Sanitation	20184	1/5/2015	1/5/2015	\$2,626.25	51 4062.0	GARBAGE COLLECTION CH	Garbage Fees
01122015 PO# 01122015	Food Ranch	20191	1/12/2015	1/12/2015	\$417.80	10 4966.0	Non-Dept CITY CELEBRATIO	City Celebration - supplies
					115.91	10 5753.0	Fire GAS, OIL, MAINTENANC	Fire Dept. Supplies
					5.67	10 6053.0	Roads GAS & OIL	City Trucks - Diesel
01052015 PO# 01052015	Hinkins, Justan	20185	1/5/2015	1/5/2015	\$365.60	10 5752.0	Fire TRAINING	Fire School
01122015 PO# 01122015	J & D Automotive, LLC	20192	1/12/2015	1/12/2015	\$76.47	10 6054.0	Roads EQUIPMENT MAINTA	Equip. Maint. - Wiper motor &
01122015 PO# 01122015	Johansen & Tuttle Engineering	20193	1/12/2015	1/12/2015	\$4,345.00	41 4410.740	Streets capital outlay	Bridge Project
01122015 PO# 01122015	Jones Ace Hardware	20194	1/12/2015	1/12/2015	\$436.48	10 5126.0	General Bldgs BUILDING & M	City Hall - supplies
					7.96	10 7052.5	Parks COMMUNITY CENTER	Comm Center - supplies
					123.62	10 7066.0	Parks CITY PARK EXPENSE	Park - supplies
01052015 PO# 01052015	Kirk McQuivey	20186	1/5/2015	1/5/2015	\$365.60	10 5752.0	Fire TRAINING	Fire School
01122015 PO# 01122015	Magnuson Lumber Company	20195	1/12/2015	1/12/2015	\$49.99	10 7052.5	Parks COMMUNITY CENTER	Comm Center - supplies

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01052015 PO# 01052015	Michael Tuttle	20187	1/5/2015	1/5/2015	\$365.60	10 5752.0	Fire TRAINING	Fire School Expenses
01262015 PO# 01262015	Mindee Nicholson	20223	1/26/2015	1/26/2015	\$171.36	10 4965.0	Non-Dept BEAUTIFICATION	YCC Day At The Legislature -
01202015 PO# 01202015	Moore, Carolyn	20214	1/20/2015	1/20/2015	\$50.00	10 4965.0	Non-Dept BEAUTIFICATION	2nd Place Christmas Lighting
01212015 PO# 01212015	Nielson Construction Inc	20221	1/21/2015	1/21/2015	\$6,293.25	10 7066.0	Parks CITY PARK EXPENSE	Final Payment on Bridge Proje
					1,150.50	41 4510.740	Parks and Rec capital outlay	Request #6
01202015 PO# 01202015	Olsen, Kerry	20215	1/20/2015	1/20/2015	\$25.00	10 4965.0	Non-Dept BEAUTIFICATION	Beautification
01262015 PO# 01262015	PEHP Group Insurance	20224	1/26/2015	1/26/2015	\$4,006.31	10 2250.0	HEALTH INSURANCE PAYA	Health Ins.
01052015 PO# 01052015	Questar Gas	1200	1/5/2015	1/5/2015	\$1,013.90	10 5127.0	General Bldgs UTILITIES	City Hall - Gas
					204.32	10 5751.0	Fire UTILITIES	Fire Station - Gas
					273.21	10 6327.0	Shop UTILITIES	Shop - Gas
					306.32	10 7052.0	Parks UTILITIES	Park - Gas
					7.16	10 7052.7	Parks COMMUNITY CENTER	Comm Center - Gas
01202015 PO# 01202015	Rasmussen, Barbara	20216	1/20/2015	1/20/2015	\$25.00	10 4965.0	Non-Dept BEAUTIFICATION	3rd Place in Christmas Lightin
01202015 PO# 01202015	Rocky Mountain Power	1000	1/20/2015	1/20/2015	\$2,677.49	10 5127.0	General Bldgs UTILITIES	City Hall - Power
					217.32	10 5751.0	Fire UTILITIES	Fire Station - Power
					171.57	10 6055.0	Roads CLASS "C" ROAD FU	Street lights - Power
					1,370.05	10 6327.0	Shop UTILITIES	Shop - Power
					42.04	10 7052.0	Parks UTILITIES	Park - Power
					819.86	10 7954.0	Cemetery UTILITIES	Cemetery - Power
					56.65			
01202015 PO# 01202015	Sitterud, Gary	20218	1/20/2015	1/20/2015	\$100.00	10 4965.0	Non-Dept BEAUTIFICATION	1st Place Christmas Lighting
01262015 PO# 01262015	State of Utah	20225	1/26/2015	1/26/2015	\$18.71	10 4325.5	Central Purchase COMPUTE	Copy Machine
					18.71			
01122015 PO# 01122015	State of Utah Gascard	20196	1/12/2015	1/12/2015	\$25.35	10 6053.0	Roads GAS & OIL	City Trucks - Fuel
					25.35			
01122015 PO# 01122015	Stewart's Market	20197	1/12/2015	1/12/2015	\$130.42	10 4966.0	Non-Dept CITY CELEBRATIO	City Cele-cookies & candy ca
01122015 PO# 01122015	TC Builders LLC	20198	1/12/2015	1/12/2015	\$892.50	10 4126.0	Plan & Zone BUILDING INSP	Building Inspector Fees
01302015 PO# 01302015	US Postmaster	20227	1/30/2015	1/30/2015	\$215.52	51 4056.0	SUPPLIES & POSTAGE	Postage
					215.52			
01122015 PO# 01122015	Utah Department Of Commerce	20199	1/12/2015	1/12/2015	\$24.98	10 4971.5	Non-Dept MISCELLANEOUS	Building Permit Fees
					24.98			
01202015 PO# 01202015	Utah Local Government Trust	20220	1/20/2015	1/20/2015	\$307.22	10 2225.0	WORKMENS COMPENSATI	Workers Comp.
					215.33	10 2250.0	HEALTH INSURANCE PAYA	Health Ins.
					91.89			



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2/4/2015

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PR010315-59	Utah Retirement Systems	1001	1/5/2015	1/5/2015	\$868.65	10 2230.0	RETIREMENT PAYABLE	State Retirement
					652.81	10 2231.0	401-K PAYABLE	401k
PR011715-59	Utah Retirement Systems	1000	1/20/2015	1/20/2015	\$868.65	10 2230.0	RETIREMENT PAYABLE	State Retirement
					652.81	10 2231.0	401-K PAYABLE	401k
	<b>Vendor Total:</b>				<b>\$1,737.30</b>			
PR010315-50	Utah State Tax Commission		1/5/2015	1/5/2015	\$185.90	10 2223.0	STATE WITHHOLDING PAY	State Income Tax
PR011715-50	Utah State Tax Commission		1/20/2015	1/20/2015	\$184.90	10 2223.0	STATE WITHHOLDING PAY	State Income Tax
PR013115-50	Utah State Tax Commission		1/20/2015	1/20/2015	\$50.00	10 2223.0	STATE WITHHOLDING PAY	State Income Tax
	<b>Vendor Total:</b>				<b>\$420.80</b>			
01262015 PO# 01262015	Verizon Wireless	1000	1/26/2015	1/26/2015	\$177.48	10 4152.0	Plan & Zone SUPPLIES & EX	P&Z - Cell Phone
					40.46	10 4252.0	Animal Control SUPPLIES &	Animal Control - Cell Phone
					50.92	10 6327.0	Shop UTILITIES	Shop - Cell Phone
	<b>Vendor Total:</b>				<b>\$268.86</b>			
01052015 PO# 01052015	Zions Bank	1201	1/5/2015	1/5/2015	\$167.01	10 4966.0	Non-Dept CITY CELEBRATIO	City Hall - Misc
					46.37	10 5126.0	General Bldgs BUILDING & M	City Hall - Misc
	<b>Vendor Total:</b>				<b>\$38,783.01</b>			
					<b>Total:</b>			
					1,869.10	10 2221.0	<b>GL Account Summary</b>	
					805.41	10 2222.0	FICA PAYABLE	
					420.80	10 2223.0	FEDERAL WITHHOLDING P	
					215.33	10 2225.0	STATE WITHHOLDING PAY	
					1,305.62	10 2230.0	WORKMENS COMPENSATI	
					431.68	10 2231.0	RETIREMENT PAYABLE	
					4,098.20	10 2250.0	401-K PAYABLE	
					892.50	10 4126.0	HEALTH INSURANCE PAYA	
					40.46	10 4152.0	Plan & Zone BUILDING INSP	
					100.92	10 4252.0	Plan & Zone SUPPLIES & EX	
					99.00	10 4322.0	Animal Control SUPPLIES &	
					18.71	10 4325.5	Central Purchase PUBLIC NO	
					542.72	10 4965.0	Central Purchase COMPUTE	
					292.70	10 4966.0	Non-Dept BEAUTIFICATION	
					24.98	10 4971.5	Non-Dept CITY CELEBRATIO	
					128.60	10 5126.0	Non-Dept MISCELLANEOUS	
					421.64	10 5127.0	General Bldgs BUILDING & M	
					444.78	10 5751.0	General Bldgs UTILITIES	
					1,096.80	10 5752.0	Fire UTILITIES	
					5.67	10 5753.0	Fire TRAINING	
					321.57	10 6053.0	Fire GAS, OIL, MAINTENANC	
					76.47	10 6054.0	Roads GAS & OIL	
					1,370.05	10 6055.0	Roads EQUIPMENT MAINTEN	
					434.46	10 6327.0	Roads CLASS "C" ROAD FU	
					827.02	10 7052.0	Shop UTILITIES	
					173.61	10 7052.5	Parks UTILITIES	
							Parks COMMUNITY CENTER	

**ORANGEVILLE CITY CORPORATION**  
**Invoice Register - 1/1/2015 to 1/31/2015 - All Invoices**

2/4/2015

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					222.89	10 7052.7	Parks COMMUNITY CENTER	
					1,455.40	10 7066.0	Parks CITY PARK EXPENSE	
					56.65	10 7954.0	Cemetery UTILITIES	
					<b>18,193.74</b>		<b>Total</b>	
					4,345.00	41 4410.740	Streets capital outlay	
					5,142.75	41 4510.740	Parks and Rec capital outlay	
					<b>9,487.75</b>		<b>Total</b>	
					215.52	51 4056.0	SUPPLIES & POSTAGE	
					5,032.75	51 4057.0	SPECIAL SERVICE DISTRIC	
					2,626.25	51 4062.0	GARBAGE COLLECTION CH	
					3,227.00	51 4066.0	SPEC SERV DIST (2ND WAT	
					<b>11,101.52</b>		<b>Total</b>	
					<b>\$38,783.01</b>		<b>GL Account Summary Total</b>	

## Safety Program/Committee

### ❖ EVERYTHING IS OK!

Need to Protect Our Employees

- Get the right equipment for job and safety
- Training

Protect your Employees

### ❖ SAFETY COMMITTEE

Need everyone to be involved

Trust Accountability program – TAP

1. Active Safety Committee
2. Return to Work Program
3. Driver Qualification Program
4. Sewer Management
5. Land Use Training

### ❖ SAFETY COMMITTEE REQUIREMENTS

1. Active Committee (4months)
2. Agenda
3. Account Reports (4)  
3 – Incidents Investigation (even almost happen or close calls)  
At least 2 close calls

### ❖ COMMITTEE MEMBERS (Those who could be involved)

Committee Members can be:

1. Council Members
2. Fire Chief or fire fighter
3. Citizen
4. Supervisors
5. Department Heads
6. Decision makers

### ❖ FIRST THINGS FIRST:

Need to set goals/Mission Statement (must have it to help put in perspective the goals of the City)

Safe and Healthy Workplace – Policy & Procedures in place

Zero Accidents

Cultural Shift

### ❖ BREAK IT DOWN

1. Training
2. Department Audits
3. Incentive Program
4. Employee participation
5. Incident Investigation = how, which kind

❖ AGENDA

1. Focus on Goals
2. Individual Assignments
3. Use Group thinking
4. Problem Identification
5. Recommendations
6. Assignments

❖ DEPARTMENT AUDITS

How often depends on exposure and needed

1. All departments
2. Department/Member
3. Identify corrective Action
4. Effect the Correction
5. Documentations
6. Make sure you follow through – documentation

❖ TRAINING: What do I need?

Administration

ID Universal Training

What's Happens when no training

Accidents, Injury, damage, liability, Property, close calls

DON'T WAIT FOR A LESS!

❖ EMPLOYEE PARTICIPATION:

Safety Maintenance work order, Close calls, Safety Team, Organization Wide Reward,  
Celebrating Success.

There is no set Standard

Fit it to US

Know what our Goal is:

Identify Activities

Get Involved – everyone

Group thinking – recommendations

Fresh Eyes

Accountability

## AGENDA – SAMPLE

- I. Safety Thought
- II. Review the minutes
- III. September Accountability Report
- IV. Department Audits – Issue of Notes
- V. Incident Review
- VI. Safety Incident Report
  - A. Review Close Calls
  - B. Review Safety Maintenance Work Orders
- VII. Review of October Goals
  - A. Zero Accidents
  - B. Weekly Department Audit
  - C. October Training Plan
    1. Remind teams to report their close calls
    2. Collect and submit Safety Maintenance work orders
- VIII. Committee Adjourned

## CREATING SAFETY PROGRAMS THAT WORK – Webinar from the ULCT

### ❖ Management Commitment

- Believe IT!
- Write it down
- Accidents are unacceptable
- Make safety apart of your culture
- Make safety a performance

### ❖ Accountability

- EE job description = safety duties
- EE authority and training to accomplish duties and be accountable
- Praise EEs for doing it right
- Set rules and enforce them!

### ❖ Employee Involvement

- Encourage others
- Management truly supports safety and cares about their health
- Need to gain education to improve creditability (hazard identification, etc.)
- Safety Committee service

### ❖ Identifying and Controlling Hazards

- Starts before starting. Engineering!
- Process review
  - List every step to perform a task
  - Identify unsafe acts or conditions
- New Process/Material Review
- Provide way for EEs to report hazards
  - Open door to the boss ACT!
- EEs manage safety in their work area/tools
- Facility audits – regular by everyone
  - Get caught looking for safety
- Provide a way to track findings
  - myTrust (app from the ULGT), spreadsheet, work orders

### ❖ Investigating Incidents and Accidents

- Investigate EVERYTHING!
  - Don't forget close calls
- Incident – Committee reviews
  - Supervisor/Manager reports details
- Don't stop drilling down till it hurts
  - e.g. unenforced polices, lack of supervision, lack of training, etc.

❖ Education and Training

Training Plan for everyone

ERMC

EE need to know;

How to identify, control hazards

Process, rules

What to do if things aren't right

Emergency procedures

❖ Review and Evaluating

Set Performance Metrics and monitor

Leading and Trailing Indicators

Leading - Positive things that are happening in Safety,

Trailing - What has happened, how many accidents or close calls.

Monthly report to Management

Did we achieve our goals? (Review often)

Ask EEs their perception

What's strong? What is weak?

Is our program effective?

❖ Summary

Programs work when management commits

Get EEs involved

Keep it simple. "Cheat"

Stay the course.

[Print](#)[Close](#)

---

## Building Inspections

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From: **Trenton Bennett** (bennett\_trenton@yahoo.com)

Sent: Wed 1/28/15 2:18 PM

To: treasurer@castledalecity.org (treasurer@castledalecity.org); treasurer@huntingtonut.com (treasurer@huntingtonut.com); Conae Black (cblack@greenriverutah.com); Cindy Nielson (cindorange@hotmail.com); ferroncity@ferroncity.org (ferroncity@ferroncity.org)

F.Y.I. On January 26th I was hired by Price City to be their Building Inspector. My hours are from 8:am to 4:pm. I plan to do inspections for your Cities from 4:pm to 7:pm most inspections will be done by 6:pm. I do have some latitude from Price City for special circumstances when needed.

Inspections will still require 24 hr notice. I will be available by phone, text or email all day the same as before. I have noticed over the last 2 years that is the biggest part of my job, being available by phone to answer questions that costumers need answered.

I hope to continue to serve you and the residents of your City. I believe I will still be able to full fill my obligations to our contract. But if I find that I can not full fill them reliably and meet your needs I will surely give you notice.

I appreciate you for your support and the opportunity you have given me. If there are any questions please give me a call at 749-0722.

Thank You, Trenton Bennett





#### BOARD MEMBERS

*Laurel Johansen,  
President*

*Royd Hatt,  
Vice President*

*Marie Johnson  
Samuel Singleton  
Nanette Tanner*

#### ADMINISTRATION

*Kirk L. Sitterud,  
Superintendent*

*Jared Black,  
Business  
Administrator*

*Jon Crawford,  
Director of  
Student Services*

*Gwen Callahan,  
Supervisor of  
Secondary Education*

*Jed Jensen,  
Supervisor of  
Elementary Education*

*Jeneane Warren,  
Director of  
School Food Service*

*Roger Swenson,  
Supervisor of  
Transportation*

*Kerry Lake,  
Supervisor of  
Buildings and Grounds*

## Emery County School District

120 North Main • Box 120 • Huntington, Utah 84528  
(435) 687-9846 Fax (435) 687-9849

January 26, 2015

Roger Swenson, Mayor  
Orangeville City  
P.O. Box 677  
Orangeville, UT 84537

Re: Water Shares

Mayor Swenson:

The Board of Education of the Emery County School District has authorized me to negotiate the lease of a portion of our water shares to Orangeville City. In past years, Orangeville City has leased 4.45 water shares from the School District, in exchange for paying the annual assessment charges for those shares.

In a recent School Board meeting, the Board agreed to continue the lease of these 4.45 shares to Orangeville City for the 2015 irrigation season. The one year lease would be based on the same lease terms as in past years. I have included two copies of a lease agreement for you to sign. As long as Orangeville City would like to continue the lease, please sign both copies and return one to me for School District records. If you have any questions or concerns, I can be reached at 687-9846.

Sincerely,

Jared Black  
Business Administrator

## WATER LEASE

The EMERY COUNTY SCHOOL DISTRICT (Lessor), in consideration of the mutual covenants contained herein, hereby leases to Orangeville City (Lessee), 4.45 shares of water stock in the Cottonwood Creek Consolidated Irrigation Company. The parties to this lease stipulate and agree as follows:

1. Rental. Lessor agrees to waive any rental fee for the term of this lease.
2. Term. This lease shall run for a period of one year to begin on April 1, 2015 and end March 31, 2016.
3. Use. Lessee shall use the water shares to supply its secondary irrigation system or other appropriate municipal needs.
4. Assessments. Lessee agrees to pay ditch and canal assessments against said shares during the term of this lease.
5. Costs. The prevailing party shall be entitled to costs and attorneys fees regarding the enforcement of this contract.
6. Transfers and encumbrance. Water shares may be transferred or encumbered only upon ninety (90) days advance written notice to Lessee.
7. Assignment. This agreement binds all successors and assigns of this agreement.

Dated this 26<sup>th</sup> day of January, 2015.

  
\_\_\_\_\_  
Lessor: Emery County School District

\_\_\_\_\_  
Lessee: Orangeville City

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Lessor: Emery County School District

\_\_\_\_\_  
Lessee: Orangeville City

## **B & T Builders & Supply**

P. O. Box 66  
765 North Hwy 10  
Clawson, Utah 84516  
Phone 435-384-2920 / cell 435-749-1886

# **PROPOSAL**

Date: January 28, 2015

PROPOSAL NUMBER

**P-1502P**

### **To**

Orangeville City  
25 North Main  
Orangeville, Utah 84537

### **Project Information:**

Interior council room etc.: texturing  
and painting only

### **INTERIOR REPAIR, TEXTURING\* AND PAINTING OF CITY COUNCIL ROOM, HALL AND FOYRE AS FOLLOWS:**

#### **REPAIR AND PREPARATION AS FOLLOWS:**

1. Secure sheetrock fasteners which have become loose and knocked off existing plaster and paint
2. Patch damaged areas, apply 2-coats patching, sand
3. Cover all floors and fixtures and mask as needed

#### **\*TEXTURE WALLS AND CEILINGS AS FOLLOWS:**

CEILINGS: Stamped and troweled off finish, power sand, and prepare for paint  
ALL WALLS: Troweled finish (found in most new homes), power sanded

#### **PAINTING AS FOLLOWS: "ALL SURFACES"**

1. Apply by roller 1-coat High Hide wall primer
2. Apply by roller 1-coat 100% full acrylic (Very Best Quality) interior paint either in semi-gloss\* or eggshell finish
3. Color as provided by staff

**TOTAL COST INCLUDES ALL WALLS AND CEILINGS**

#### **REFERENCE JOBS:**

1. Emery County School District Office - Huntington
2. Johansen & Tuttle Engineering - Castle Dale
3. Fausett Mortuary - Castle Dale
4. Dr.Sanders Office - Castle Dale
4. Museum of the San Rafael - Castle Dale

Any questions regarding this PROPOSAL contact: Bruce Funk @ cell # 435-749-1886

**TOTAL: \$ 2,465.00**



BID  
~~INVOICE~~  
0343

Date Feb 2, 2015  
Order No. \_\_\_\_\_  
Ship VIA \_\_\_\_\_

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. 50% of pmt is due at time of ordering. The balance remaining due at time of installation. A service charge of 2 1/2% per month, 30% annually after 30 days all Past Due accounts are subject to interests and collection costs and attorney's fee's.

## PINK - Installer

**HONDA**  
**POLARIS®**

**Kawasaki**



980 South Cove View Road - Richfield, Utah 84701  
1-800-233-0236 - (435) 896-6408

**can-am**  
**SUZUKI**  
**YAMAHA**

Name: <u>Orangeville City</u>	Date: <u>2/3/15</u>
Address: <u>Attn: Steve Minor</u>	Soc. Sec. #
Box #	Birth Date:
E-mail:	DL #
	Phone (H) <u>435-748-2651</u> (W)
	Cellular <u>Ex 435-748-2700</u>

2015 Walker Mower \$13,151<sup>00</sup>

20.9 hp Diesel Liquid Cooled

10 Gal Grass Bin

48" on 42" Cutting Deck 2,300<sup>00</sup>

Total \$15,451<sup>00</sup>

Any Question Please Call

Thanks

Tracy

## Q U O T A T I O N

PAGE: 1

CUTLER'S INC  
271 North State St.  
Orem, Ut 84057  
Phone #: (801)224-5005  
Fax #: (801)224-5092

PHONE #: (435)748-2651  
CELL #:  
ALT. #:  
P.O. #:  
TERMS: Cash  
SALES TYPE: Quote

DATE: 2/3/2015  
ORDER #: 1133286  
CUSTOMER #: 29252  
CP: SC  
LOCATION: 1  
STATUS: Active

## BILL TO 29252

CITY OF ORANGEVILLE  
25 N MAIN  
ORANGEVILLE, UT 84537

## SHIP TO

CITY OF ORANGEVILLE  
25 N MAIN  
ORANGEVILLE, UT 84537

MFR PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
WALKMD21D	MODEL D 20.0 HP KUBOTA LIQUID DIESEL	1	\$15,799.00	\$12,499.00	\$12,499.00
WALKDC48HD	48" GHS DECK HEAVY DUTY BLADE DRIVE	1	\$2,380.00	\$1,899.00	\$1,899.00

You must have your original invoice to return an item. All returns are subject to a 20% restocking fee. Freight will not be refunded on special orders. No returns after 30 days, returns after 30 days will be at our discretion. No returns on electrical items, used items, items without their original packaging. Special orders must be picked up within 30 days. Special order deposits will be lost if customer fails to pick up special ordered parts after 60 days. Thanks for your business!

SUBTOTAL:	\$14,398.00
TAX:	\$0.00
ORDER TOTAL:	<u>\$14,398.00</u>

FAX TO

Authorized By: \_\_\_\_\_

&lt;&lt;Quote&gt;&gt;

Al's Auto Parts & Service LC  
853 Arrowhead Lane  
Murray  
8012668264

**INVOICE**

Invoice No: 88902

Clerk:SQ

Customer: ORANGEVILLE CITY  
Address:

Phone Home/Work: (435) 748-2651 /

Unique Tag: SQ748-2651

Start:

End:

Unit 14 SUPPLIES

ID#:

02/03/15 @ 02:29 pm

Customer #: 17340

Order #:

Page No.: 1

Service/Part Code	Description	Qty	Price	Total
D21D	WALKER MOWER MOD D W/20.9HP DIESEL 10.0 CATCHER	1.00	14,219.10	14,219.10
DC48HD	WALKER DECK 48" W/HEAVY DUTY GEARBOXES	1.00	2,142.00	2,142.00

STEVE MINER

Taxes Breakdown: Tax 1,120.74 0.00

Sub-Total: \$16,361.10  
Shop Fee: \$0.00  
Tax: \$1,120.74  
! \$0.00  
TOTAL: \$17,481.84

I understand this equipment can be dangerous. Al's Auto Parts has discussed safety & operation with me. I know how to safely operate this equipment. Chain saws, bars & chains are capable of severe kickback that results in serious injury or death. Chain saws & products with reduced kickback features are available, & I choose not to purchase these. I acknowledge receiving the above product. I agree to pay all interest, service charges, collections, court costs & attorney fees. Signature:



JB5RVCE1.FRX/13.5



**RESOLUTION 2015-3**

**A RESOLUTION ADOPTING AN ADDITION TO  
ORANGEVILLE CITY POLICIES AND PROCEDURES**

**WHEREAS**, Orangeville City has adopted Policy and Procedures and,

**WHEREAS**, from time to time, there is a need to revise and update the Policies and Procedures manual for needed changes and additions.

**NOW THEREFORE, BE IT RESOLVED** that the following attachment be added to the Orangeville City Policies and Procedures.

1. Orangeville City Return To Work Program

**PASSED AND ADOPTED BY THE CITY COUNCIL OF ORANGEVILLE, UTAH ON  
February 12, 2015.**

ORANGEVILLE CITY

---

Roger Swenson – Mayor

ATTEST:

---

Ruanne Leeftang - Recorder

## Orangeville City Return To Work Program

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- II. Workers Compensation Coordinator: Ruanne Leeflang is our Workers Compensation Coordinator (WCC). Ruanne Leeflang's direct phone number is (435) 748-2651, orange@etv.net. The Workers Compensation Coordinator will help injured employees and their supervisors achieve the goal of helping injured employees get healthy and back to being a contributing team member.
- III. Medical Providers: If a life-threatening injury occurs, 911 should be called to access normal emergency care. Employees with routine, non-life-threatening injuries should be taken by their supervisor to:
  - a. [Network Provider Occupational Medicine Clinic address. List of Network Providers is attached.]
  - b. If the Network Provider is not available (after hours, etc.), call the Workers Compensation Coordinator to arrange medical care.
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  - c. Injured employees must comply with the restrictions they are given. Failure to do so could slow their recovery or cause further injury.
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- VIII. Interaction with Adjusters: One of the best ways to help an employee get healthy and return to work quickly is to communicate with adjusters who manage the workers compensation injury claim. They have access to resources and have a vast knowledge in how to help injured employees get better. Utah Local Governments Trust has partnered with Constitution State Services (CSS) to adjust claims. They can be reached at 800.243.2490.

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- VI. Restricted/Light/Transitional Duty: Orangeville City will accommodate restricted duty jobs for workers injured on the job. The WCC will work with the supervisor to design a work strategy that meets the injured employee's restrictions and accomplishes Orangeville City's goals.
- VII. Follow Up: Injured employee's supervisor and the Workers Compensation Coordinator will regularly follow up with the employee and medical providers to make sure the employee is getting the care required, attending their medical appointments, complying with their restrictions and that any restricted duty assignments are helping the employee move closer to their regular job duties.
- VIII. Interaction with Adjusters: One of the best ways to help an employee get healthy and return to work quickly is to communicate with adjusters who manage the workers compensation injury claim. They have access to resources and have a vast knowledge in how to help injured employees get better. Utah Local Governments Trust has partnered with Constitution State Services (CSS) to adjust claims. They can be reached at 800.243.2490.

## Orangeville City Return To Work Program

- I. Policy: Orangeville City is committed provide a safe work environment to our employees. But if an employee becomes injured on the job, we will do everything we can to help the employee heal and return to work as quickly as possible. When employees are able to work and be a contributing team member, the injured employee heals faster, we are more productive and the morale of our entire organization is lifted.
- II. Workers Compensation Coordinator: Ruanne Leeflang is our Workers Compensation Coordinator (WCC). Ruanne Leeflang's direct phone number is (435) 748-2651, orange@etv.net. The Workers Compensation Coordinator will help injured employees and their supervisors achieve the goal of helping injured employees get healthy and back to being a contributing team member.
- III. Medical Providers: If a life-threatening injury occurs, 911 should be called to access normal emergency care. Employees with routine, non-life-threatening injuries should be taken by their supervisor to:
  - a. [Network Provider Occupational Medicine Clinic address. List of Network Providers is attached.]
  - b. If the Network Provider is not available (after hours, etc.), call the Workers Compensation Coordinator to arrange medical care.
  - c. Employees must seek care from the provider designated by the WCC. Failure to do so may affect their workers compensation claim.
- IV. Injury Reporting: All injuries, no matter how minor, must be reported immediately to the employee's supervisor. Supervisors report these injuries to the Workers Compensation Coordinator, who begins a workers compensation claim and helps to arrange medical care. All injuries must be reported the day they occur. Failure to report injuries could jeopardize coverage of the injury.
- V. Post Injury Procedures: After receiving medical treatment, these steps must be taken:
  - a. Employee and his/her supervisor deliver all paper work from the medical provider to the Workers Compensation Coordinator.
  - b. WCC and the injured employee's supervisor review any restrictions given by medical provider with the injured employee's job description and determine if the employee's normal job meets the restrictions. If not, a Restricted/Light/Transitional Duty job will be assigned to accommodate the restrictions. (Sample light duty jobs are attached.)
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**ORDINANCE 2015-1**  
**AN ORDINANCE AMENDING**  
**TITLE 3 CHAPTER 4**  
**OF THE ORANGEVILLE CITY CODE**  
**PURCHASING POLICY**

**WHEREFORE**, Title 3 Chapter 4 has been reviewed; and

**WHEREAS**, it was determined that changes needed to be made;

**THEREFORE**, be it ordained by the Orangeville City Council that the attached changes be made to the Orangeville City Development Code.

**PASSED** and adopted by the City Council of Orangeville, Utah on January 14, 2015.

ORANGEVILLE CITY

\_\_\_\_\_  
Roger Swenson – Mayor

ATTEST:

\_\_\_\_\_  
Ruanne LeeFlang, Recorder

## CHAPTER 4

## PURCHASING POLICY

## SECTION:

- 3-4--1: Established
- 3-4--2: Definitions
- 3-4--3: Administration
- 3-4--4: Competitive Bidding Requirements
- 3-4--5: Lowest Responsible Bidder
- 3-4--6: Appeals And Remedies
- 3-4--7: Exemptions To Competitive Bidding Requirements
- 3-4--8: Interlocal Agreements
- 3-4--9: Real Property Purchase Or Disposal
- 3-4-10: Penalties

## 3-4-1: ESTABLISHED:

Pursuant to the provisions of Utah code sections 10-6-122 and 10-8-2, as amended, there is hereby adopted and established a purchasing system for Orangeville City. (Ord. 2005-4, 7-14-2005)

## 3-4-2: DEFINITIONS:

Unless the context requires otherwise, the terms as used in this chapter, or the rules and regulations adopted pursuant to this chapter, shall have the following meanings:

**ADEQUATE APPROPRIATION BALANCE:** Sufficient fund balance which must exist in the line item appropriation of the account number against which the purchase order is to be charged.

**BIDDING:** The procedure used to solicit quotations on price and delivery from various prospective suppliers of supplies, materials, equipment, and contractual services.

**CONTRACTUAL SERVICES:** Professional and nonprofessional service contracts including, but not limited to, architectural, attorney, auditing, banking, engineering, insurance, or other consulting contracts.

**DEPARTMENT HEAD:** The city council member who administers a department or his or her designee, or in the absence of such person, the mayor. The department head shall be responsible for maintaining a system of inventory for his department.

**ESTIMATES OF REQUIREMENTS:** Forecasts of future requirements of supplies, equipment, or contractual services determined by department heads or designated city employees.

**LOCAL CONTRACTOR:** A. 1. A firm or individual that is licensed by Orangeville City and

2. Regularly:

- a. Resides,
- b. Maintains a place of business, and
- c. Transacts business in Orangeville City; or

B. If no firm or individual exists who satisfies the provisions of subsection A of this definition, then a firm or individual that:

- 1. Is licensed by Emery County or a municipality of Emery County and

2. Regularly:

- a. Resides,
- b. Maintains a place of business, and
- c. Transacts business in Emery County.

**PUBLIC PROPERTY:** Any item of real or personal property owned by the city.

**PURCHASE ORDERS:** Official document used in committing city funds toward the purchase of supplies, materials, equipment, and contractual services.

**REQUEST FOR PROPOSALS OR RFP:** All documents, whether attached or incorporated by reference, utilized for soliciting proposals.

**REQUISITIONS:** Standard forms used by departments providing detailed information as to quantity, description, estimated price, recommended supplies, and signature authorization for requested purchases.

**RESPONSIBLE BID:** An offer, submitted by a responsible bidder, to furnish supplies, materials, equipment, or contractual services in conformity with the specifications, delivery terms and conditions, and other requirements included in the invitation for bids.

**RESPONSIBLE BIDDER:** A bidder who submits a responsible bid and who has furnished, when requested, information and data to prove that his financial resources, production or service facilities, service reputation and experience are adequate to make satisfactory delivery of the supplies, materials, equipment, or contractual services on which he bids; and who has not violated or attempted to violate any provisions of this chapter.

**SUPPLIES, MATERIALS, AND EQUIPMENT:** Any and all articles or things which shall be furnished to or used by any city

department. (Ord. 2005-4, 7-14-2005)

#### 3-4-3: ADMINISTRATION:

The city council shall designate the mayor or other city official or employee to act as the city purchasing agent. The purchasing agent shall administer the purchasing system provided by this chapter. The purchasing agent is authorized to perform the duties and have powers concerning purchasing matters, except as limited by any subsequent section of this chapter, as follows:

A. Administer and maintain the purchasing system and other rules and regulations established by this chapter and other ordinances.

B. Recommend to the city council such new or revised purchasing rules and regulations as desirable and in conformance with other statutory requirements, and to interpret, with legal advice, the provisions of this chapter and applicable statutes.

C. Negotiate and recommend execution of contracts for the purchase of supplies, materials, equipment, and contractual services after consultation with department heads and other responsible city agents.

D. Seek to obtain as full and open competition as possible on all purchases.

E. Keep informed of current developments in the field of purchasing, i.e., prices, market conditions, new products, etc.

F. Prescribe and maintain such forms as reasonably necessary to the operation of this chapter and other rules and regulations.

G. Supervise the inspection of all city purchased supplies, materials, and equipment to assure conformance with specifications.

H. Maintain a bidders list, vendors catalog file, and other records needed for the efficient operation of the purchasing system. (Ord. 2005-4, 7-14-2005)

#### 3-4-4: COMPETITIVE BIDDING REQUIREMENTS:

Except as hereinafter provided, purchases of supplies, materials, equipment, and letting of service contracts shall follow one of the following procedures:

A. Formal Bidding Procedure: Except as otherwise provided herein, purchases of supplies, materials, equipment, or contractual services of an estimated value greater than ~~one~~ twenty-five thousand dollars (\$~~125~~,000.00) shall be by written contract with the lowest responsible bidder pursuant to the procedure hereinafter prescribed:

1. Approval Of Specifications: Prior to seeking sealed bids for equipment or contractual services having a unit cost in excess of one-twenty-five thousand dollars (\$~~125~~,000.00), the city council shall be required to authorize the commencement of the formal bidding procedure and to approve the specifications contained in the invitation to bid.

2. Invitation For Bids: An invitation for bids shall be prepared by or under the direction of the purchasing agent and shall include the following information:

- a. A description of the goods or services to be purchased or the work to be performed;
- b. A description of all contract terms, conditions, and bid requirements applicable to the goods or services to be purchased or work to be performed;
- c. A list of the criteria that will be used to evaluate the bid;
- d. A statement that the city reserves the right to reject any and all bids for any reason without liability.

3. Notice Inviting Bids: Notice inviting sealed bids shall include a general description of the articles or services to be purchased, shall state where bid blanks and specifications may be secured, and the time and place for opening bids. All bid openings will occur after two o'clock (2:00) P.M. on the bid opening date.

a. Notices inviting sealed bids shall be published at least once in a newspaper of general circulation in the city at least ten (10) days before the date of the opening of the bids. Notices soliciting sealed bids from responsible prospective bidders shall also be mailed to interested qualified bidders who have requested their names to be included on a bidder's list for the type of articles or services to be purchased.

b. Notices advertising pending purchases shall also be posted in the city hall.

4. Correction Of Bids: The purchasing agent may permit correction or withdrawal of inadvertently erroneous bids in appropriate circumstances before or after bid opening. Mistakes discovered before bid opening may be modified or withdrawn by written, telegraphic or facsimile notice received in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the bid price actually intended. After the bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the city or fair competition shall be permitted. Any decision to permit the

correction or withdrawal of bids shall be supported by a written determination prepared by the purchasing agent.

5. Bid Opening Procedure: Sealed bids shall be submitted as designated in the notice with the statement "bid for (item)" on the envelope along with the bid number, time, and date submitted. Bids shall be opened by Orangeville City in public at the time and place stated in the public notice.

6. Rejection Of Bids: The city shall reserve the right to accept or reject all bids or any portion thereof in the interest of the city. If all bids are rejected, the city may readvertise for bids pursuant to the procedure described in this chapter. Where a bid exceeds available funds, and time or economic considerations preclude resolicitation of work or purchase of a reduced scope or quantity, the purchasing agent may negotiate an adjustment of the bid price, including changes in the bid requirements, with the lowest responsible bidder, in order to bring the low bid within the amount of available funds.

7. Award Of Contracts: Except as otherwise provided herein, contracts shall be awarded by the city council to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids, unless otherwise provided for in this chapter.

8. Performance Bonds: Before entering into a contract, the city will require the awarded bidder to provide a performance and payment bond for one hundred percent (100%) of the service or project. (Ord. 2005-4, 7-14-2005)

9. Preference For Local Contractor: If a local contractor's bid is within five percent (5%) of the low bid, and the low bid is not a local contractor, the city shall have the option of awarding the bid to the local contractor if the local contractor is a qualified bidder, as long as the local contractor agrees to meet the low bid price within twenty four (24) hours of being notified. (Ord. 2009-4, 9-3-2009)

B. Open Market Procedure:

1. Purchases of supplies, materials, equipment, or contractual services of an estimated value in the amount of five hundred one thousand dollars (\$51,000.00) to one twenty-five thousand dollars (\$125,000.00), may be made in the open market pursuant to the procedure hereinafter prescribed:

a. Open market purchases shall, whenever possible, be based on at least two (2) written or verbal bids. A record of the two (2) bids shall be noted on the purchase requisition prior to submitting the requisition to the purchasing agent for review and approval.

b. The written or verbal bids may be solicited from prospective vendors by written or telephone requests.

2. Purchases of supplies, materials, equipment, or contractual services, of an estimated value in the amount of ~~fifty one hundred~~ dollars (\$~~5100.00~~) to ~~five hundred one thousand~~ dollars (\$~~51,000.00~~) may be made in the open market by the purchasing agent without bids being solicited. Although bids need not be solicited, the purchasing agent is required to obtain the goods at the lowest possible cost to the city.

3. Purchases of supplies, materials, equipment, or contractual services, of an estimated value in the amount of zero dollars (\$0.00) to ~~fifty one hundred~~ dollars (\$~~5100.00~~) may be purchased by city employees without a purchase order. However, anything ordered by telephone or from the internet must have a purchase order.

C. Competitive Proposals Procedure: When the purchasing agent determines that the use of the formal bidding procedure is either not practicable or not advantageous to the city, a contract may be entered into by use of this competitive proposals procedure.

1. Request For Proposals: Competitive proposals shall be solicited through a request for proposals ("RFP").

2. Notice Inviting Proposals: Notice inviting proposals shall include a general description of the articles or services to be purchased, shall state where the RFP may be secured, and the time and place for opening proposals. All proposal openings will occur after two o'clock (2:00) P.M. on the proposal opening date.

a. Notices inviting proposals shall be published at least once in a newspaper of general circulation in the county at least ten (10) days before the date of the opening of the proposals. Notices soliciting proposals from responsible prospective offerors shall also be mailed to interested qualified offerors who have requested their names to be included on an offerors list for the type of articles or services to be purchased.

b. Notices advertising pending purchases shall also be posted in the city hall.

3. Evaluation Criteria: In order to establish maximum practicable competition, the RFP shall state the relative importance of price and other evaluating criteria. No criteria may be used in an RFP that is not set forth in the RFP.

4. Receipt Of Proposals: Proposals shall be opened so as to avoid disclosure of the contents to competing offerors during the process of negotiation.

a. A register of proposals shall be prepared containing the name of each offeror, and a description sufficient to identify the item offered.

b. The register shall be open for public inspection after the



contract is awarded.

5. Discussions With Offerors: As provided in the RFP, discussions may be conducted with responsible offerors who submit proposals for the purpose of assuring full understanding of, and responsiveness to, the solicitation requirements.

a. Responsible offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and revisions may be permitted prior to the award of the contract for the purpose of obtaining best and final offers.

b. In conducting discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

6. Award: Award shall be made to the responsible offeror whose proposal is determined in writing by the city council to be the most advantageous to the city, taking into consideration price and the evaluation criteria set forth in the RFP.

7. Cancellation And Rejection: Each RFP issued by the city shall state that the RFP may be canceled at any time and that any proposal may be rejected in whole or in part in the best interest of the city. Notice of cancellation shall be sent to all offerors that have responded to the RFP. Reasons for rejection shall be provided upon receiving a request from an unsuccessful offeror.

D. Professional Service Contract Procedure:

1. Contracts for professional services shall be awarded at the discretion of the city council to include, but not be limited to, the following services: architectural, attorney, auditing, banking, engineering, or insurance.

2. Contracts shall be awarded at the discretion of the city council based on the evaluation of the professional qualifications, service ability, cost of service, and other criteria deemed applicable by the city council.

3. In accordance with section 10-7-86 of the Utah code, when selecting among the services of more than one professional architect, engineer, or surveyor, the city council shall consider the qualifications, experience, and background of each firm submitting a proposal; the specific individuals assigned to the project and the time commitments of each to the project; and the project schedule and the approach to the project that the firm will take.

E. Public Improvements: Whenever the city council contemplates making any new improvements within the city, whether through a building improvement or a public works project as those terms are defined in section 11-39-101 of the Utah code, if the estimated cost of the improvements is less than the applicable bid limit as

that term is defined in section 11-39-101(1) of the Utah code, as amended, the city may make the improvement without calling for bids for making the same. If the estimated cost of the proposed improvement exceeds the bid limit, procedures will be followed as outlined in subsection A of this section. If after twice advertising as provided in subsection A3 of this section, no bid is received that is satisfactory, the city council may proceed under its own direction to make the improvements. (Ord. 2005-4, 7-14-2005)

### 3-4-5: LOWEST RESPONSIBLE BIDDER:

A. Considerations: In awarding an order or a contract to the lowest responsible bidder, the city shall consider, in addition to price:

1. The quality of supplies offered;
2. The ability, capacity, and skill of the bidder to perform the contract or provide the supplies or service required;
3. Whether the bidder can perform the contract or provide the supplies promptly, or within the time specified, without delay or interference;
4. The sufficiency of the bidder's financial resources and the effect thereof on his ability to perform the contract or provide the supplies or services;
5. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
6. The quality of the bidder's performance on previous orders or contracts for the city or others;
7. The ability of the bidder to provide future maintenance and service, where such maintenance and service is essential;
8. The possession or ability to obtain all necessary city and state licenses either at the time of the bid or before doing business with the city, as specified by the contracting agent;
9. The bidder's ability to work cooperatively with the city, including, without limitation, whether the bidder has previously failed to comply with city agreements or other requirements relating directly or indirectly to the subject of the contract, nonpayment of sums due to the city, poor working relationships with or adversarial actions against the city, suspension, or other proceedings by the city against the bidder, or failure to assist the city in determining responsibility;
10. Other criteria as set forth in the invitation for bids.

B. Award To Other Than Low Bidder: When the award is not given to

the lowest bidder, a statement of the reasons therefor shall be presented in writing by the department head or designated employee involved, sent to and approved by the mayor and city council. A full and complete statement of the reasons for the award shall be prepared by the purchasing agent and filed with the other papers relating to the transaction. (Ord. 2005-4, 7-14-2005)

#### 3-4-6: APPEALS AND REMEDIES:

A. Protest Filed: Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the mayor. A protest with respect to an invitation for bids shall be submitted in writing prior to the opening of bids or the closing date for proposals, unless the aggrieved person did not know and should not have known of the facts giving rise to the protest prior to bid opening or the closing date for proposals. The protest shall be submitted in writing within five (5) working days after the aggrieved person knows or should have known of the facts giving rise thereto.

B. Protest Received: After a protest is received, the city may proceed with the procurement except that the purchasing agent may suspend the procurement process for so long as he or she determines is appropriate.

C. Protest Review: In reviewing the protest the mayor may:

1. Designate another individual to assist in reviewing the matter, which assistance may include finding facts, analyzing the protest, and making recommendations.

2. Request additional information from the protesting party or from other persons to make a determination. The protesting party shall provide all requested information reasonably needed to decide the protest except information that is protected from disclosure by law, or which could reasonably be expected to result in unfair competitive injury to the protester in spite of the protections for the protester provided by law.

D. Decision On Protest:

1. The mayor shall promptly issue a written decision regarding any protest or contract controversy if it is not settled by a mutual agreement. The decision shall state the reasons for the action taken and inform the protester, contractor, or prospective contractor of the right to judicial or administrative review as provided in this chapter.

2. This decision shall be effective until stayed or reversed on appeal. A copy of the decision under subsection D1 of this section shall be mailed or otherwise furnished immediately to the protester, prospective contractor, or contractor. The decision

shall be final and conclusive unless the protester, prospective contractor, or contractor commences an action in court in accordance with section ~~63-56-815~~63G-6a-1802 of the Utah procurement code, as amended.

3. If the mayor does not issue the written decision regarding a contract controversy within sixty (60) calendar days after submission of the written protest, or within such longer period as may be agreed upon by the parties, then the contractor may proceed as if an adverse decision had been received.

E. Final Decision Issued: Once a final decision has been issued, if an action is not commenced in ~~district court~~the Utah Court of Appeals pursuant to section ~~63-56-815~~63G-6a-1802 of the Utah procurement code, within ~~fourteen~~seven (14)7 calendar days after receipt of a final administrative decision, pursuant to section-~~63-56-817(1)(b)~~63G-6a-1603(8)(b), as amended, the mayor's decision is final and unappealable.

F. Utah Procurement Code: The city adopts the Utah procurement code only to the extent indicated in subsections D and E of this section. Unless otherwise specified herein, no other provision of the Utah procurement code applies to the city's purchasing system and all city purchases must be made in compliance with the terms of this chapter. (Ord. 2005-4, 7-14-2005)

### 3-4-7: EXEMPTIONS TO COMPETITIVE BIDDING REQUIREMENTS:

A. Uniqueness: Contracts which by their nature are not adapted to award competitive bidding, such as contracts for items which may be purchased from a single source only, contracts for repair and maintenance of equipment already owned by the city which may be most efficiently performed by the originator of the equipment or its agent, contracts for the purchase of used equipment or items that are unique as to quality, condition, and price, or contracts for a particular brand of equipment or product which is uniquely suited to the city's needs by reason of training of its personnel or compatibility with existing equipment, shall not be subject to the competitive bidding requirements of this chapter.

B. Auctions, Closeouts, Bankruptcy Sales: If the mayor determines that supplies, materials, or equipment can be purchased at any public auction, closeout sale, bankruptcy, foreclosure, or other similar sale, and if the city council makes a finding that such purchase can be made at a cost below the market cost in the city, the purchase may be made without complying with the competitive bidding requirements of this chapter if otherwise allowed by law.

C. Emergency Purchases: In all cases where there is an immediate need for any materials or supplies, goods, wares, or merchandise by any department of the city, the department head or designated employee shall write on his or her requisition to the purchasing agent, the words, "For Emergency Purchases"; and, when a requisition so marked is received by the purchasing agent, it

shall be the purchasing agent's duty to give his or her immediate attention to the requisition. In the event that an emergency should arise after office hours that requires immediate action on the part of the city department involved for the protection of the best interest of the city, or should such a situation arise on a Saturday, Sunday, or holiday, and where it is not possible or convenient to reach the purchasing agent, any necessary purchase shall be made by the city department for which the purchase is necessary. The purchase shall be reported to the purchasing agent at the first of the next business day. Publication notices may be waived for emergency purchases. However, the purchasing agent must demonstrate a reasonable effort to contact two (2) or more vendors for price quotations. An "emergency" is any fact, circumstance or situation which threatens injury or damage as the result of any happening or circumstance which would delay the work of the city in such matter as to vitally affect life, health, or convenience of the public. (Ord. 2005-4, 7-14-2005)

#### 3-4-8: INTERLOCAL AGREEMENTS:

The city shall have the power to enter into joint purchase agreements with any or all other public agencies within the state for the purchase of any commodity or service wherein it is determined by the city council to be in the best interest of the city. (Ord. 2005-4, 7-14-2005)

#### 3-4-9: REAL PROPERTY PURCHASE OR DISPOSAL:

A. Real property shall not be purchased or disposed of by the city unless the matter has first been heard in an open meeting of the city council and such purchase or disposal has been determined to be in the public interest. Whenever feasible, no sale of property shall be approved by the city council without first analyzing the fair market value of such real property and determining that the tender offered is the highest price available to the city under the circumstances after properly advertising such sale intentions.

B. In advertising the disposal of real property, the city shall use the following procedure:

1. A written notice shall be sent by mail to all adjacent landowners to the subject property thirty (30) days prior to sale.
2. Public notices shall be posted three (3) weeks prior to the date of sale at the Orangeville post office, at the city office, and at the site of the property to be sold.
3. The property will be sold by sealed bids submitted to the city recorder in accordance with the instructions contained in the notice of sale.

4. The notice of sale shall contain the following:

- a. A legal description of the property and an approximate street address, if available;
- b. The date and time of sale;
- c. The minimum acceptable bid; and
- d. The method for submitting bids. (Ord. 2005-4, 7-14-2005)

3-4-10: PENALTIES:

A. Collusion Among Bidders: Any agreement or collusion among bidders or prospective bidders to either buy or sell, in a restraint of freedom of competition, be it an agreement to bid a fixed price, or otherwise, shall render the bids of such bidders void and subject them to possible exclusion from future bidding with the city as determined by the mayor to be in the best interest of the city.

B. Advance Disclosures: Any disclosure in advance of the opening of bids, whether in response to advertising or an informal request for bids, made or permitted by a member of the city council or a city employee shall render void the advertisement or request for bids and require a new advertisement or request for bids. Appropriate disciplinary action shall be taken against all involved parties.

C. Acceptance of Favors, Gratuities and Gifts: The acceptance, agreement to accept, or request of any singular favor, gratuity or gift in the form of cash, merchandise, or any other thing of value in excess of over fifty dollars (\$50.00) by any elected official or employee of the city from any vendor or contractor, shall be deemed to be a violation of this chapter and shall be cause for removal or other disciplinary action. Notwithstanding the foregoing, however, the following shall not constitute a violation of this Section: (1)an occasional non-pecuniary gift having a value of not in excess of \$50; (2)an award publicly presented in recognition of public services; (3)any bona fide loan made in the ordinary course of business; or (4) a political campaign contribution.

D. Conflict of Interests: No person involved in making procurement decisions elected official or employee of the city shall participate in his or her official capacity or receive compensation in respect to any transaction between the City or any of its agencies and any business entity as to which such employee is also an officer, director, or employee or owns a substantial interest. Additionally, no elected official or employee of the city may have personal investments in any business entity which will create a substantial conflict between their private interests and their public duties. All elected

officials and employees of the city are prohibited from making, participating in making, or attempting in any way to use his or her official position to influence a City decision in which the person knows or has reason to know he or she has a financial interest. Elected officials or employees of the city shall not make personal investments nor maintain any direct or indirect interest in enterprises, activities, or entities which they believe or have reason to believe may be involved in decisions or recommendations to be made by them or persons under their supervision, or which may create a conflict between their private interests or may impair their independence of judgment in the accomplishment of their official duties. Any elected official or employee of the city having a financial interest in matters coming before him or her, or before the department in which he or she is employed shall immediately disclose such interest to the City officials and officers and remove himself or herself from making, participating in the making, or seeking to influence any decision regarding such matter.

**DE.** Personal Purchases: The purchase of supplies or equipment for personal use of an official or employee of the city shall be made only when the item or items are required parts of a worker's equipment or uniform and are necessary to the successful performance of the duties of such city official or employee. Other personal purchases shall not be permitted and shall result in disciplinary action.

**EF.** Penalty: The penalty for actions made unlawful by this section shall be a class C misdemeanor or infraction, in the discretion of the charging city attorney, unless those actions involve conduct which would be a felony under the laws of the state, in which event the county or state may so charge the offense. Imposition of a criminal penalty shall not affect the city's right to take administrative action with regard to an employee, impose sanctions against a contractor or purchaser such as a refusal to deal with him further, or avail itself of any other right which it may have by law or otherwise. (Ord. 2005-4, 7-14-2005)

**3-4-11** INTERPRETATION OF THIS CHAPTER: Nothing in this chapter shall be interpreted as requiring the city to follow any specific bidding procedures for services to be provided by city employees. This includes, but is not limited to, services provided by city attorneys or city engineers.

# ORANGEVILLE CITY CORPORATION

## Standard Financial Report

10 General Fund - 01/01/2015 to 01/31/2015

58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual
<b>Net Position</b>			
<b>Assets:</b>			
<b>Current Assets</b>			
<b>Cash and cash equivalents</b>			
1111 CASH - COMBINED CHECKING	(18,355.19)	14,458.24	221,175.61
1151 Cash in Savings-MMA Combined (049501927)	(45,262.22)	(13,114.70)	(189,518.09)
1161 PTIF 0388 General	122,157.40	8,910.92	119,633.82
1162 PTIF 3987 Capital Improvement	48,248.29	20.84	48,387.43
1162.8 Celebration Assoc Fund MMA (049501794)	2,029.73	0.40	4,031.82
1162.9 PTIF 4178 Skate Park	12,066.26	18.81	43,669.57
1163 Zions Bank Checking Celebration	2,384.18	-	320.69
1163.1 PTIF 3516 Contractor Retention	103.69	-	-
1163.2 PTIF 4409 Energy Tax	20,723.57	864.35	29,267.62
1163.4 Capital Project Reserve MMA (049501679)	9,484.27	3.12	24,947.72
1171 Petty Cash	250.00	-	250.00
1175 Undeposited receipts	1,138.02	8.00	27,918.72
1191 RESTRICTED CASH-CLASS "C" ROAD	-	-	-
<b>Total Cash and cash equivalents</b>	<b>154,968.00</b>	<b>11,169.98</b>	<b>330,084.91</b>
<b>Receivables</b>			
1311.0 ACCOUNTS RECEIVABLE	-	40.00	(46.66)
1312.0 DUE FROM OTHER GOV'T UNITS	11,972.89	-	11,972.89
1331.0 ACCRUED INTEREST RECEIVABLE	-	-	-
1351.0 TAXES RECEIVABLE - CURRENT	-	-	-
1421.0 DUE FROM OTHER FUNDS	-	-	-
<b>Total Receivables</b>	<b>11,972.89</b>	<b>40.00</b>	<b>11,926.23</b>
<b>Other current assets</b>			
1561.0 PREPAID EXPENSE	-	-	-
1580.0 SUSPENSE	-	-	-
<b>Total Other current assets</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Current Assets</b>	<b>166,940.89</b>	<b>11,209.98</b>	<b>342,011.14</b>
<b>Total Assets:</b>	<b>166,940.89</b>	<b>11,209.98</b>	<b>342,011.14</b>
<b>Liabilities and Fund Equity:</b>			
<b>Liabilities:</b>			
<b>Current liabilities</b>			
2131.0 ACCOUNTS PAYABLE	(5,199.95)	-	-
2150.0 WAGES PAYABLE	(594.41)	(3,368.60)	(3,616.56)
2151.0 PAYROLL LIABILITY CLEARING	-	(2,132.92)	(2,174.00)
2221.0 FICA PAYABLE	(98.68)	809.40	(1,869.10)
2222.0 FEDERAL WITHHOLDING PAYABLE	-	554.49	(805.41)
2223.0 STATE WITHHOLDING PAYABLE	(1,394.01)	1,210.22	(420.80)
2225.0 WORKMENS COMPENSATION PAYABLE	-	215.33	5,896.37
2230.0 RETIREMENT PAYABLE	-	-	-
2231.0 401-K PAYABLE	-	-	-
2250.0 HEALTH INSURANCE PAYABLE	-	768.70	1,374.59
2252.0 MISC DEDUCTIONS PAYABLE	-	-	47.60
<b>Total Current liabilities</b>	<b>(7,287.05)</b>	<b>(1,943.38)</b>	<b>(1,567.31)</b>
<b>Long-term liabilities</b>			
2502.1 Compensated absence liability	(12,031.00)	-	(12,031.00)
2502.2 Compensated absences offset	12,031.00	-	12,031.00
2510.1 2006 MBA Firehouse Bond issued	(350,000.00)	-	(350,000.00)
2510.2 2006 MBA Firehouse Bond repaid	88,000.00	-	88,000.00
2515.1 2007 MBA City Hall Bond issued	(143,000.00)	-	(143,000.00)
2515.2 2007 MBA City Hall Bond repaid	30,000.00	-	30,000.00
2520.1 2009 MBA Skate Park Bond issued	(150,000.00)	-	(150,000.00)
2520.2 2009 MBA Skate Park Bond repaid	10,000.00	-	15,000.00
2598.3 Current due	(21,000.00)	-	(21,000.00)
2598.4 Current due offset	21,000.00	-	21,000.00
2599 GLTD Offset	515,000.00	-	510,000.00
<b>Total Long-term liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Liabilities:</b>	<b>(7,287.05)</b>	<b>(1,943.38)</b>	<b>(1,567.31)</b>
<b>Equity - Paid In / Contributed</b>			
2901.1 Class C Reserve	(14,000.00)	-	(14,000.00)
2901.2 Class C Reserve offset	14,000.00	-	14,000.00



**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**10 General Fund - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	<b>Prior Year Actual</b>	<b>Current Period Actual</b>	<b>Current Year Actual</b>
2921.1 Debt service reserve	(12,503.00)	-	(12,503.00)
2921.2 Debt service reserve offset	12,503.00	-	12,503.00
2980.0 BALANCE - BEGINNING OF YEAR	(159,653.84)	(9,266.60)	(340,443.83)
<b>Total Equity - Paid In / Contributed</b>	<b>(159,653.84)</b>	<b>(9,266.60)</b>	<b>(340,443.83)</b>
<b>Total Liabilites and Fund Equity:</b>	<b>(166,940.89)</b>	<b>(11,209.98)</b>	<b>(342,011.14)</b>
<b>Total Net Position</b>	<b>-</b>	<b>-</b>	<b>-</b>

# ORANGEVILLE CITY CORPORATION

## Standard Financial Report

10 General Fund - 01/01/2015 to 01/31/2015

58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Taxes</b>					
3110.0 CURRENT YEAR PROPERTY TAXES	49,733.67	2,106.14	49,631.77	50,889.00	50,889.00
3120.0 PRIOR YEAR PROPERTY TAXES	2,759.40	4.03	869.81	2,800.00	2,800.00
3130.0 SALES AND USE TAXES	172,988.68	12,609.77	114,209.29	184,000.00	184,000.00
3140.0 FRANCHISE TAXES	41,367.56	9,215.01	24,229.96	42,000.00	42,000.00
3150.0 FEE-IN-LIEU TAX	17,242.23	1,123.74	9,781.76	18,000.00	18,000.00
3160.0 TELECOMMUNICATION TAX	23,745.37	1,364.12	12,925.31	28,500.00	28,500.00
3170.0 MUNICIPAL ENERGY TAX	841.03	-	-	1,700.00	1,700.00
<b>Total Taxes</b>	<b>308,677.94</b>	<b>26,422.81</b>	<b>211,647.90</b>	<b>327,889.00</b>	<b>327,889.00</b>
<b>Licenses and permits</b>					
3210.0 BUSINESS LICENSES AND PERMITS	2,797.50	545.00	1,705.00	3,000.00	3,000.00
3211.0 ALCOHOL LICENSES	100.00	-	-	-	-
3221.0 BUILDING PERMITS	4,683.90	50.50	8,440.17	5,000.00	5,000.00
3225.0 ANIMAL LICENSE FEES	3,584.50	408.00	829.00	4,000.00	4,000.00
3226.0 Kennel	150.00	-	-	150.00	150.00
<b>Total Licenses and permits</b>	<b>11,315.90</b>	<b>1,003.50</b>	<b>10,974.17</b>	<b>12,150.00</b>	<b>12,150.00</b>
<b>Intergovernmental revenue</b>					
3341.0 SAFETY ASSISTANCE GRANT	-	-	-	550.00	550.00
3344.0 STATE GRANTS	50,400.00	-	108,857.25	-	-
3356.0 CLASS "C" ROAD FUND ALLOTMENT	66,168.91	10,651.32	57,239.26	67,000.00	67,000.00
3358.0 STATE LIQUOR FUND ALLOTMENT	-	-	-	-	-
<b>Total Intergovernmental revenue</b>	<b>116,568.91</b>	<b>10,651.32</b>	<b>166,096.51</b>	<b>67,550.00</b>	<b>67,550.00</b>
<b>Charges for services</b>					
3460.0 COMMUNITY CENTER RENTAL REVENUE	3,120.50	150.00	1,835.00	3,000.00	3,000.00
3470.0 PARK RESERVATIONS	332.50	-	153.50	350.00	350.00
3480.0 CITY HALL RENTAL REVENUES	797.50	35.00	335.00	800.00	800.00
3483.0 BURIAL FEES	10,920.00	750.00	4,600.00	5,000.00	5,000.00
<b>Total Charges for services</b>	<b>15,170.50</b>	<b>935.00</b>	<b>6,923.50</b>	<b>9,150.00</b>	<b>9,150.00</b>
<b>Interest</b>					
3810.0 INTEREST EARNINGS	1,993.32	197.11	1,248.26	1,700.00	1,700.00
<b>Total Interest</b>	<b>1,993.32</b>	<b>197.11</b>	<b>1,248.26</b>	<b>1,700.00</b>	<b>1,700.00</b>
<b>Miscellaneous revenue</b>					
3802 DONATIONS	810.00	-	226.03	800.00	800.00
3830.0 CITY CELEBRATIONS REVENUES	6,689.38	-	5,416.44	5,000.00	5,000.00
3840.0 YOUTH COUNCIL REVENUES	291.50	-	79.50	250.00	250.00
3847.5 MILLDAM BUILDING LEASE	1,513.00	-	-	1,525.00	1,525.00
3880.0 SALE OF FIXED ASSETS-EQUIPMENT	-	-	-	-	-
3890.0 SUNDRY REVENUES	5,596.88	42.00	1,189.46	5,600.00	5,600.00
<b>Total Miscellaneous revenue</b>	<b>14,900.76</b>	<b>42.00</b>	<b>6,911.43</b>	<b>13,175.00</b>	<b>13,175.00</b>
<b>Contributions and transfers</b>					
3921.0 RESTRICTED-CITY PARK	-	-	-	10,000.00	10,000.00
3923.0 RESTRICTED-CITY CELEBRATIONS	100.00	-	-	2,500.00	2,500.00
3925.0 RESTRICTED-CEMETERY	-	-	-	-	-
3980.0 CONTRIBUTION - UTILITY FUND	30,000.00	-	-	30,000.00	30,000.00
3990.0 BEG GEN FND BAL TO BE APPROP	-	-	-	-	-
<b>Total Contributions and transfers</b>	<b>30,100.00</b>	<b>-</b>	<b>-</b>	<b>42,500.00</b>	<b>42,500.00</b>
<b>Total Revenue:</b>	<b>498,727.33</b>	<b>39,251.74</b>	<b>403,801.77</b>	<b>474,114.00</b>	<b>474,114.00</b>
<b>Expenditures:</b>					
<b>General government</b>					
<b>Mayor &amp; Council</b>					
4411.0 Council SALARIES AND WAGES	25,212.00	2,100.00	14,700.00	25,200.00	25,200.00
4413.0 Council EMPLOYEE BENEFITS	1,928.71	160.65	1,124.55	1,930.00	1,930.00
<b>Total Mayor &amp; Council</b>	<b>27,140.71</b>	<b>2,260.65</b>	<b>15,824.55</b>	<b>27,130.00</b>	<b>27,130.00</b>
<b>Central Purchasing</b>					
4322.0 Central Purchase PUBLIC NOTICES AND POST	1,987.14	99.00	986.00	3,300.00	2,500.00
4324.0 Central Purchase OFFICE SUPPLIES AND EXP	2,061.01	-	1,454.32	4,400.00	4,000.00
4325.0 Central Purchase EQUIP - SUPPLIES & MAINT	927.68	-	143.00	4,400.00	3,000.00
4325.5 Central Purchase COMPUTER SUPPLIES AND	2,711.02	18.71	1,237.44	4,800.00	4,000.00
<b>Total Central Purchasing</b>	<b>7,686.85</b>	<b>117.71</b>	<b>3,820.76</b>	<b>16,900.00</b>	<b>13,500.00</b>
<b>Administration</b>					

# ORANGEVILLE CITY CORPORATION

## Standard Financial Report

10 General Fund - 01/01/2015 to 01/31/2015

58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
4511.0 Admin SALARIES AND WAGES	26,911.73	3,240.01	18,543.94	32,000.00	31,000.00
4513.0 Admin EMPLOYEE BENEFITS	25,749.20	2,182.68	13,886.39	30,000.00	28,000.00
4554.0 Admin AUDITOR	5,100.00	-	5,200.00	5,600.00	5,200.00
4556.0 Admin ATTORNEY FEES	982.50	-	2,968.00	2,000.00	3,500.00
4571.5 Admin MISCELLANEOUS	2,189.98	-	1,330.28	3,500.00	3,000.00
<b>Total Administration</b>	<b>60,933.41</b>	<b>5,422.69</b>	<b>41,928.61</b>	<b>73,100.00</b>	<b>70,700.00</b>
<b>Non-Departmental</b>					
4960.0 Non-Dept ELECTION COSTS	469.32	-	-	500.00	300.00
4965.0 Non-Dept BEAUTIFICATION & CLEAN UP	6,934.62	542.72	2,202.90	7,500.00	7,000.00
4966.0 Non-Dept CITY CELEBRATIONS	12,081.57	292.70	11,932.85	10,000.00	14,000.00
4967.0 Non-Dept INSURANCE-LIAB, COMP & BONDS	16,567.05	-	115.00	17,000.00	17,000.00
4971.3 Non-Dept CONFERENCE COSTS	7,393.72	-	6,134.32	10,000.00	9,000.00
4971.5 Non-Dept MISCELLANEOUS	6,410.67	38.98	1,667.54	7,000.00	6,864.00
4971.6 Non-Dept CONTRIBUTIONS & DONATIONS	725.00	-	-	1,000.00	700.00
4972.0 Non-Dept FLOOD CONTROL COSTS	227.31	-	-	2,400.00	1,400.00
4986.0 Non-Dept YOUTH COUNCIL EXPENSES	30.00	-	111.89	750.00	500.00
<b>Total Non-Departmental</b>	<b>50,839.26</b>	<b>874.40</b>	<b>22,164.50</b>	<b>56,150.00</b>	<b>56,764.00</b>
<b>General Municipal Buildings</b>					
5111.0 General Bldgs SALARIES AND WAGES	2,072.42	1,814.34	4,025.09	4,500.00	4,500.00
5113.0 General Bldgs EMPLOYEE BENEFITS	210.07	959.02	2,245.98	500.00	2,500.00
5126.0 General Bldgs BUILDING & MAINT	1,933.86	128.60	3,066.80	2,500.00	4,000.00
5127.0 General Bldgs UTILITIES	5,588.63	583.88	2,581.07	5,500.00	5,500.00
<b>Total General Municipal Buildings</b>	<b>9,804.98</b>	<b>3,485.84</b>	<b>11,918.94</b>	<b>13,000.00</b>	<b>16,500.00</b>
<b>Planning &amp; Zoning</b>					
4111.0 Plan & Zone SALARIES AND WAGES	10,154.59	1,278.00	6,666.96	14,000.00	14,000.00
4113.0 Plan & Zone EMPLOYEE BENEFITS	1,029.06	97.77	510.04	1,500.00	1,500.00
4126.0 Plan & Zone BUILDING INSPECTOR COSTS	3,529.81	892.50	6,264.80	3,500.00	6,000.00
4152.0 Plan & Zone SUPPLIES & EXPENSES	1,498.63	40.46	336.85	1,500.00	1,500.00
4153.0 Plan & Zone TRAINING	1,036.48	-	-	1,000.00	1,000.00
<b>Total Planning &amp; Zoning</b>	<b>17,248.57</b>	<b>2,308.73</b>	<b>13,778.65</b>	<b>21,500.00</b>	<b>24,000.00</b>
<b>Total General government</b>	<b>173,653.78</b>	<b>14,470.02</b>	<b>109,436.01</b>	<b>207,780.00</b>	<b>208,594.00</b>
<b>Public safety</b>					
<b>Fire Protection</b>					
5711.0 Fire SALARIES AND WAGES	-	300.00	2,100.00	-	10,500.00
5713.0 Fire EMPLOYEE BENEFITS	-	22.95	160.65	-	1,000.00
5751.0 Fire UTILITIES	4,250.47	556.22	1,655.23	4,300.00	4,300.00
5752.0 Fire TRAINING	2,517.74	1,096.80	2,176.68	4,500.00	4,500.00
5753.0 Fire GAS, OIL, MAINTENANCE, ETC.	2,568.29	5.67	3,208.38	4,500.00	4,500.00
5754.0 Fire EQUIPMENT PURCHASES	2,357.39	-	1,758.85	4,500.00	4,000.00
5755.0 Fire CLOTHING ALLOWANCE	2,000.00	-	-	2,000.00	2,000.00
5756.0 Fire FIREWORKS	2,000.00	-	2,000.00	4,000.00	4,000.00
<b>Total Fire Protection</b>	<b>15,693.89</b>	<b>1,981.64</b>	<b>13,059.79</b>	<b>23,800.00</b>	<b>34,800.00</b>
<b>Animal control</b>					
4211.0 Animal Control SALARIES AND WAGES	6,595.00	299.00	4,458.50	8,000.00	8,000.00
4213.0 Animal Control EMPLOYEE BENEFITS	668.43	22.88	341.07	800.00	800.00
4252.0 Animal Control SUPPLIES & EXPENSES	1,171.03	100.92	489.74	1,500.00	1,000.00
4253.0 Animal Control TRAINING	-	-	-	800.00	800.00
<b>Total Animal control</b>	<b>8,434.46</b>	<b>422.80</b>	<b>5,289.31</b>	<b>11,100.00</b>	<b>10,600.00</b>
<b>Total Public safety</b>	<b>24,128.35</b>	<b>2,404.44</b>	<b>18,349.10</b>	<b>34,900.00</b>	<b>45,400.00</b>
<b>Highways and public improvements</b>					
<b>Roads</b>					
6011.0 Roads SALARIES AND WAGES	42,464.93	4,422.45	27,276.61	51,100.00	46,000.00
6013.0 Roads EMPLOYEE BENEFITS	27,418.84	2,147.72	13,836.30	25,500.00	25,500.00
6051.0 Roads MATERIALS & SUPPLIES	1,627.03	-	250.22	5,000.00	4,000.00
6052.0 Roads STREET LIGHTS	-	-	-	-	-
6053.0 Roads GAS & OIL	5,423.29	321.57	2,834.55	5,500.00	5,500.00
6054.0 Roads EQUIPMENT MAINTENANCE	4,040.21	76.47	684.33	4,500.00	4,000.00
6055.0 Roads CLASS "C" ROAD FUNDS	27,375.81	1,370.05	15,044.35	62,000.00	62,000.00
6059.0 Roads SIDEWALK SAFETY	-	-	2,500.00	2,500.00	2,500.00
6074.0 Roads CAPITAL OUTLAY	85,862.00	-	-	-	-
<b>Total Roads</b>	<b>194,212.11</b>	<b>8,338.26</b>	<b>62,426.36</b>	<b>156,100.00</b>	<b>149,500.00</b>
<b>Shop</b>					

**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**10 General Fund - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
6325.0 Shop SUPPLIES	598.67	-	270.79	1,500.00	1,500.00
6326.0 Shop SHOP BUILDING REPAIRS	130.32	-	26.26	1,000.00	500.00
6327.0 Shop UTILITIES	2,983.84	429.46	1,447.09	3,000.00	3,000.00
<b>Total Shop</b>	<b>3,712.83</b>	<b>429.46</b>	<b>1,744.14</b>	<b>5,500.00</b>	<b>5,000.00</b>
<b>Total Highways and public improvements</b>	<b>197,924.94</b>	<b>8,767.72</b>	<b>64,170.50</b>	<b>161,600.00</b>	<b>154,500.00</b>
<b>Parks, recreation, and public property</b>					
<b>Parks</b>					
7011.0 Parks SALARIES AND WAGES	10,678.62	80.00	5,965.00	12,000.00	12,000.00
7013.0 Parks EMPLOYEE BENEFITS	1,082.31	6.12	456.31	1,000.00	1,000.00
7051.0 Parks SUPPLIES & MAINTENANCE	83.01	-	286.67	-	-
7052.0 Parks UTILITIES	2,757.28	827.02	2,184.07	3,500.00	3,500.00
7052.5 Parks COMMUNITY CENTER SUPPLIES	1,845.07	173.61	633.44	2,500.00	2,000.00
7052.7 Parks COMMUNITY CENTER UTILITIES	2,432.42	222.89	839.40	3,000.00	2,800.00
7056.0 Parks LEASE EXPENSE	3,670.00	(47.73)	-	3,670.00	3,670.00
7066.0 Parks CITY PARK EXPENSES	9,517.49	1,503.13	7,525.93	22,264.00	19,250.00
7074.0 Parks CAPITAL OUTLAY	6,362.06	-	-	-	-
<b>Total Parks</b>	<b>38,428.26</b>	<b>2,765.04</b>	<b>17,890.82</b>	<b>47,934.00</b>	<b>44,220.00</b>
<b>Cemetery</b>					
7911.0 Cemetery SALARIES AND WAGES	9,954.35	1,413.17	9,030.01	12,000.00	12,000.00
7913.0 Cemetery EMPLOYEE BENEFITS	1,008.93	108.10	690.79	1,000.00	1,000.00
7952.0 Cemetery EQUIPMENT, SUPPLIES & MAINT.	8,127.93	-	2,765.27	7,500.00	7,000.00
7953.0 Cemetery GAS	319.08	-	282.55	700.00	700.00
7954.0 Cemetery UTILITIES	586.64	56.65	396.73	700.00	700.00
7956.0 Cemetery CEMETERY ROAD SUBDIVISION	-	-	-	-	-
7974.0 Cemetery Capital Outlay	10,500.00	-	-	-	-
<b>Total Cemetery</b>	<b>30,496.93</b>	<b>1,577.92</b>	<b>13,165.35</b>	<b>21,900.00</b>	<b>21,400.00</b>
<b>Total Parks, recreation, and public property</b>	<b>68,925.19</b>	<b>4,342.96</b>	<b>31,056.17</b>	<b>69,834.00</b>	<b>65,620.00</b>
<b>Transfers</b>					
8041.0 Transfer to Capital Projects	100,000.00	-	-	-	-
8100.0 BUDGETED INCREASE IN FUND BALANCE	-	-	-	-	-
<b>Total Transfers</b>	<b>100,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures:</b>	<b>564,632.26</b>	<b>29,985.14</b>	<b>223,011.78</b>	<b>474,114.00</b>	<b>474,114.00</b>
<b>Total Change In Net Position</b>	<b>(65,904.93)</b>	<b>9,266.60</b>	<b>180,789.99</b>	<b>-</b>	<b>-</b>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
3896 Contributions from CVSSD	286,579.00	-	-	336,579.00	336,579.00
<b>Total Operating income</b>	<b>286,579.00</b>	<b>-</b>	<b>-</b>	<b>336,579.00</b>	<b>336,579.00</b>
<b>Operating expense</b>					
6058.0 Roads CVSSD IMPROVEMENTS	286,579.00	-	-	336,579.00	336,579.00
6058.1 Roads CVSSD IMPROVEMENTS (non-capital)	-	-	-	-	-
<b>Total Operating expense</b>	<b>286,579.00</b>	<b>-</b>	<b>-</b>	<b>336,579.00</b>	<b>336,579.00</b>
<b>Total Income From Operations:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Income or Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**25 Municipal Building Authority - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	<u>Prior Year Actual</u>	<u>Current Period Actual</u>	<u>Current Year Actual</u>
<b>Net Position</b>			
<b>Assets:</b>			
<b>Current Assets</b>			
<b>Cash and cash equivalents</b>			
1111 CASH - COMBINED CHECKING	(15,889.69)	-	(20,889.69)
1161 Cash in Savings-MMA Combined (049501927)	10,856.26	4,961.92	23,436.01
1162 PTIF 0388 General	35,000.00	-	35,000.00
1163 PTIF 4409 Energy Tax	-	-	-
1164 PTIF 7174 Escrow MBA	-	-	-
1175 Undeposited receipts	-	-	-
<b>Total Cash and cash equivalents</b>	<u>29,966.57</u>	<u>4,961.92</u>	<u>37,546.32</u>
<b>Receivables</b>			
1311.0 ACCOUNTS RECEIVABLE	-	-	-
<b>Total Receivables</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Current Assets</b>	<u>29,966.57</u>	<u>4,961.92</u>	<u>37,546.32</u>
<b>Total Assets:</b>	<u>29,966.57</u>	<u>4,961.92</u>	<u>37,546.32</u>
<b>Liabilites and Fund Equity:</b>			
<b>Liabilities:</b>			
<b>Current liabilities</b>			
2131.0 ACCOUNTS PAYABLE	-	-	-
<b>Total Current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Liabilities:</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Equity - Paid In / Contributed</b>			
2980.0 BALANCE - BEGINNING OF YEAR	(29,966.57)	(4,961.92)	(37,546.32)
<b>Total Equity - Paid In / Contributed</b>	<u>(29,966.57)</u>	<u>(4,961.92)</u>	<u>(37,546.32)</u>
<b>Total Liabilites and Fund Equity:</b>	<u>(29,966.57)</u>	<u>(4,961.92)</u>	<u>(37,546.32)</u>
<b>Total Net Position</b>	<u>-</u>	<u>-</u>	<u>-</u>

**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**25 Municipal Building Authority - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Intergovernmental revenue</b>					
3312.5 LEASE REVENUE	3,670.00	-	-	1,670.00	1,670.00
3314.0 FRANCHISE FEE	19,748.67	4,961.92	12,579.75	23,000.00	23,000.00
<b>Total Intergovernmental revenue</b>	<b>23,418.67</b>	<b>4,961.92</b>	<b>12,579.75</b>	<b>24,670.00</b>	<b>24,670.00</b>
<b>Interest</b>					
3810.0 INTEREST EARNINGS	-	-	-	-	-
<b>Total Interest</b>	-	-	-	-	-
<b>Contributions and transfers</b>					
3315.0 TRANSFER FROM GEN FUND	-	-	-	-	-
3890.0 BEGINNING FUND BAL TO BE APPRO	-	-	-	-	-
<b>Total Contributions and transfers</b>	-	-	-	-	-
<b>Total Revenue:</b>	<b>23,418.67</b>	<b>4,961.92</b>	<b>12,579.75</b>	<b>24,670.00</b>	<b>24,670.00</b>
<b>Expenditures:</b>					
<b>General government</b>					
<b>General Municipal Buildings</b>					
4126.2 CONSTRUCTION-SKATE PARK	-	-	-	-	-
<b>Total General Municipal Buildings</b>	-	-	-	-	-
<b>Total General government</b>	-	-	-	-	-
<b>Debt service</b>					
4127.0 LOAN PAYMENT-FIRESTATION	11,000.00	-	-	13,000.00	13,000.00
4128.0 LOAN PAYMENT-COMM CENTER	5,000.00	-	-	5,835.00	5,835.00
4128.5 LOAN PAYMENT-SKATE PARK	5,000.00	-	5,000.00	5,835.00	5,835.00
4136.0 INTEREST EXPENDITURE	-	-	-	-	-
<b>Total Debt service</b>	<b>21,000.00</b>	-	<b>5,000.00</b>	<b>24,670.00</b>	<b>24,670.00</b>
<b>Total Expenditures:</b>	<b>21,000.00</b>	-	<b>5,000.00</b>	<b>24,670.00</b>	<b>24,670.00</b>
<b>Total Change In Net Position</b>	<b>2,418.67</b>	<b>4,961.92</b>	<b>7,579.75</b>	-	-

**ORANGEVILLE CITY CORPORATION****Standard Financial Report****41 Capital Projects - 01/01/2015 to 01/31/2015****58.33% of the fiscal year has expired**

	<u>Prior Year Actual</u>	<u>Current Period Actual</u>	<u>Current Year Actual</u>
<b>Net Position</b>			
<b>Assets:</b>			
<b>Current Assets</b>			
<b>Cash and cash equivalents</b>			
1111 Checking	100,000.00	(9,487.75)	(29,234.39)
1112 Cash in Savings-MMA Combined (049501927)	-	4,345.00	10,345.00
1131 PTIF **** Bridge	-	-	-
1175 Undeposited Receipts	-	-	-
<b>Total Cash and cash equivalents</b>	<u>100,000.00</u>	<u>(5,142.75)</u>	<u>(18,889.39)</u>
<b>Receivables</b>			
1311 Acocunts Receivable	-	-	-
<b>Total Receivables</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Current Assets</b>	<u>100,000.00</u>	<u>(5,142.75)</u>	<u>(18,889.39)</u>
<b>Total Assets:</b>	<u>100,000.00</u>	<u>(5,142.75)</u>	<u>(18,889.39)</u>
<b>Liabilites and Fund Equity:</b>			
<b>Liabilities:</b>			
<b>Current liabilities</b>			
2131 Accounts Payable	-	-	-
<b>Total Current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Liabilities:</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Equity - Paid In / Contributed</b>			
2981 Fund Balance	(100,000.00)	5,142.75	18,889.39
<b>Total Equity - Paid In / Contributed</b>	<u>(100,000.00)</u>	<u>5,142.75</u>	<u>18,889.39</u>
<b>Total Liabilites and Fund Equity:</b>	<u>(100,000.00)</u>	<u>5,142.75</u>	<u>18,889.39</u>
<b>Total Net Position</b>	<u>-</u>	<u>-</u>	<u>-</u>

# ORANGEVILLE CITY CORPORATION

Standard Financial Report  
41 Capital Projects - 01/01/2015 to 01/31/2015  
58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Intergovernmental revenue</b>					
3311 Grants	-	-	6,000.00	-	-
<b>Total Intergovernmental revenue</b>	-	-	6,000.00	-	-
<b>Contributions and transfers</b>					
3810 Transfer from General Fund	100,000.00	-	-	-	100,000.00
3890 Beginning Fund Balance Appr	-	-	-	220,000.00	220,000.00
<b>Total Contributions and transfers</b>	100,000.00	-	-	220,000.00	320,000.00
<b>Total Revenue:</b>	100,000.00	-	6,000.00	220,000.00	320,000.00
<b>Expenditures:</b>					
<b>General government</b>					
<b>Administration</b>					
4140.740 Governmental capital outlay	-	-	-	-	-
<b>Total Administration</b>	-	-	-	-	-
<b>Total General government</b>	-	-	-	-	-
<b>Public safety</b>					
<b>Police</b>					
4210.740 Public Safety capital outlay	-	-	-	-	-
<b>Total Police</b>	-	-	-	-	-
<b>Total Public safety</b>	-	-	-	-	-
<b>Highways and public improvements</b>					
<b>Roads</b>					
4410.740 Streets capital outlay	-	-	114,857.25	120,000.00	120,000.00
<b>Total Roads</b>	-	-	114,857.25	120,000.00	120,000.00
<b>Total Highways and public improvements</b>	-	-	114,857.25	120,000.00	120,000.00
<b>Parks, recreation, and public property</b>					
<b>Parks</b>					
4510.740 Parks and Rec capital outlay	-	5,142.75	10,032.14	10,000.00	10,000.00
<b>Total Parks</b>	-	5,142.75	10,032.14	10,000.00	10,000.00
<b>Total Parks, recreation, and public property</b>	-	5,142.75	10,032.14	10,000.00	10,000.00
<b>Transfers</b>					
4810 Transfers to general fund	-	-	-	-	-
4890 Budgeted Increase in fund balance	-	-	-	90,000.00	90,000.00
<b>Total Transfers</b>	-	-	-	90,000.00	90,000.00
<b>Total Expenditures:</b>	-	5,142.75	124,889.39	220,000.00	220,000.00
<b>Total Change In Net Position</b>	100,000.00	5,142.75	(118,889.39)	-	100,000.00



# ORANGEVILLE CITY CORPORATION

Standard Financial Report  
51 Utility Fund - 01/01/2015 to 01/31/2015  
58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual
<b>Net Position</b>			
<b>Assets:</b>			
<b>Current Assets</b>			
<b>Cash and cash equivalents</b>			
1111 CASH - COMBINED CHECKING	(59,626.47)	(8,742.59)	(162,269.51)
1151 Cash in Savings-MMA Combined (049501927)	54,885.66	15,442.92	190,725.45
1161.0 CASH-EMERG REPAIR FUND ST TREA	-	-	-
1162 PTIF 0388 General	141,554.00	(1,428.00)	137,248.00
1163.6 PTIF 4907 Water Shares	52,937.66	1,452.60	57,402.80
1175 Undeposited receipts	453.77	(286.54)	47.30
<b>Total Cash and cash equivalents</b>	<b>190,204.62</b>	<b>6,438.39</b>	<b>223,154.04</b>
<b>Receivables</b>			
1311.0 ACCOUNTS RECEIVABLE	22,562.92	632.08	21,549.93
<b>Total Receivables</b>	<b>22,562.92</b>	<b>632.08</b>	<b>21,549.93</b>
<b>Other current assets</b>			
1511 Suspense	-	-	-
<b>Total Other current assets</b>	-	-	-
<b>Total Current Assets</b>	<b>212,767.54</b>	<b>7,070.47</b>	<b>244,703.97</b>
<b>Non-Current Assets</b>			
<b>Capital assets</b>			
<b>Property</b>			
1611 Land	3,155.00	-	3,155.00
1621 Water Shares Stock	652,648.00	-	652,648.00
1631 Water Distributions System	384,000.00	-	384,000.00
1632 Sewer Lines	75,426.00	-	75,426.00
<b>Total Property</b>	<b>1,115,229.00</b>	-	<b>1,115,229.00</b>
<b>Accumulated depreciation</b>			
1731 AccDpn Water Distrubution System	(359,571.24)	-	(359,571.24)
1732 AccDpn Sewer Lines	(73,438.80)	-	(73,438.80)
<b>Total Accumulated depreciation</b>	<b>(433,010.04)</b>	-	<b>(433,010.04)</b>
<b>Total Capital assets</b>	<b>682,218.96</b>	-	<b>682,218.96</b>
<b>Total Non-Current Assets</b>	<b>682,218.96</b>	-	<b>682,218.96</b>
<b>Total Assets:</b>	<b>894,986.50</b>	<b>7,070.47</b>	<b>926,922.93</b>
<b>Liabilites and Fund Equity:</b>			
<b>Liabilities:</b>			
<b>Current liabilities</b>			
2131.0 ACCOUNTS PAYABLE	(11,043.40)	-	-
2150.0 CUSTOMER DEPOSITS	(3,010.00)	(150.00)	(3,185.00)
2501 Compensated absences	(6,762.00)	-	(6,762.00)
<b>Total Current liabilities</b>	<b>(20,815.40)</b>	<b>(150.00)</b>	<b>(9,947.00)</b>
<b>Long-term liabilities</b>			
2510.1 Emery Water Cons District Bond issued	(8,654.00)	-	(8,654.00)
2510.2 Emery Water Cons District Bond repaid	3,991.91	-	3,991.91
2510.3 Current due	(717.98)	-	(717.98)
2510.4 Current due offset	717.98	-	717.98
<b>Total Long-term liabilities</b>	<b>(4,662.09)</b>	-	<b>(4,662.09)</b>
<b>Total Liabilities:</b>	<b>(25,477.49)</b>	<b>(150.00)</b>	<b>(14,609.09)</b>
<b>Equity - Paid In / Contributed</b>			
2971.0 CONTRIBUTED CAPITAL	-	-	-
2972.0 Reserved for Water Shares	(6,000.00)	-	(6,000.00)
2980.0 BEGINNING OF YEAR	(863,509.01)	(6,920.47)	(906,313.84)
<b>Total Equity - Paid In / Contributed</b>	<b>(869,509.01)</b>	<b>(6,920.47)</b>	<b>(912,313.84)</b>
<b>Total Liabilites and Fund Equity:</b>	<b>(894,986.50)</b>	<b>(7,070.47)</b>	<b>(926,922.93)</b>
<b>Total Net Position</b>	-	-	-

# ORANGEVILLE CITY CORPORATION

## Standard Financial Report

51 Utility Fund - 01/01/2015 to 01/31/2015

58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
3710.0 WATER FEES	100,765.24	8,518.92	58,571.40	101,440.00	101,440.00
3720.0 SEWER FEES	54,950.34	4,629.89	32,627.14	63,000.00	63,000.00
3730.0 GARBAGE COLLECTION FEES	43,308.45	3,750.61	26,555.23	43,350.00	43,350.00
3740.0 CONNECTION/RECONNECT FEES	1,230.10	-	2,450.00	1,000.00	1,000.00
3760.0 SECONDARY WATER FEES	46,042.24	3,782.82	26,497.77	53,550.00	53,550.00
3780.0 WATER SHARES PURCHASE FUND	4,256.00	-	2,870.00	5,700.00	5,700.00
3782 PENALTIES AND LATE FEES	632.84	59.15	404.55	600.00	600.00
3785.0 OTHER REVENUE	130.00	-	-	100.00	100.00
<b>Total Operating income</b>	<b>251,315.21</b>	<b>20,741.39</b>	<b>149,976.09</b>	<b>268,740.00</b>	<b>268,740.00</b>
<b>Operating expense</b>					
4011.0 SALARIES AND WAGES	35,689.97	1,721.28	16,514.16	35,000.00	35,000.00
4013.0 EMPLOYEE BENEFITS	23,509.08	1,022.72	10,215.64	35,000.00	35,000.00
4052.0 CONFERENCE COSTS	3,110.88	-	1,476.84	4,000.00	4,000.00
4053.0 METER READING COSTS	30.00	-	93.99	500.00	500.00
4055.0 COMPUTER EXPENSES	3,603.59	-	931.04	3,604.00	3,604.00
4056.0 SUPPLIES & POSTAGE	3,477.93	215.52	2,355.48	3,500.00	3,500.00
4057.0 SPECIAL SERVICE DISTRICT	91,380.52	5,032.75	22,919.30	94,396.00	94,396.00
4061.0 WATER ASSESSMENTS	4,635.03	-	3,962.48	7,000.00	7,000.00
4062.0 GARBAGE COLLECTION CHARGES	30,689.00	2,626.25	15,920.15	32,000.00	32,000.00
4066.0 SPEC SERV DIST (2ND WATER)	9,936.00	3,227.00	31,950.87	12,000.00	12,000.00
4066.1 DEPRECIATION EXPENSE	5,777.04	-	-	8,000.00	8,000.00
4067.0 COTTONWOOD IRRIG WTR LEASE PMT	7,000.00	-	-	7,000.00	7,000.00
4068.0 PROJECT WATER PAYMENTS	-	-	990.45	1,500.00	1,500.00
<b>Total Operating expense</b>	<b>218,839.04</b>	<b>13,845.52</b>	<b>107,330.40</b>	<b>243,500.00</b>	<b>243,500.00</b>
<b>Total Income From Operations:</b>	<b>32,476.17</b>	<b>6,895.87</b>	<b>42,645.69</b>	<b>25,240.00</b>	<b>25,240.00</b>
<b>Non-Operating Items:</b>					
<b>Non-operating income</b>					
3790.0 RETAINED EARNINGS	-	-	-	500.00	500.00
3802 Contributions - Water Shares	4,500.00	-	-	-	-
3810 Contributions from CVSSD	-	-	-	-	-
3810.0 INTEREST EARNINGS	254.23	24.60	159.14	-	-
<b>Total Non-operating income</b>	<b>4,754.23</b>	<b>24.60</b>	<b>159.14</b>	<b>500.00</b>	<b>500.00</b>
<b>Non-operating expense</b>					
4066.5 INTEREST EXPENSE (ON LOANS)	167.06	-	-	300.00	300.00
4070.0 CONTRIBUTION TO GENERAL FUND	30,000.00	-	-	30,000.00	30,000.00
<b>Total Non-operating expense</b>	<b>30,167.06</b>	<b>-</b>	<b>-</b>	<b>30,300.00</b>	<b>30,300.00</b>
<b>Total Non-Operating Items:</b>	<b>(25,412.83)</b>	<b>24.60</b>	<b>159.14</b>	<b>(29,800.00)</b>	<b>(29,800.00)</b>
<b>Total Income or Expense</b>	<b>7,063.34</b>	<b>6,920.47</b>	<b>42,804.83</b>	<b>(4,560.00)</b>	<b>(4,560.00)</b>

**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**79 Perpetual Care Fund - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	<u>Prior Year Actual</u>	<u>Current Period Actual</u>	<u>Current Year Actual</u>
<b>Net Position</b>			
<b>Assets:</b>			
<b>Current Assets</b>			
<b>Cash and cash equivalents</b>			
1111 CASH - COMBINED CHECKING	407.47	-	407.47
1151 Cash in Savings-MMA Combined (049501927)	6,726.98	-	6,726.98
1161.0 CASH-STATE TREASURER	-	-	-
1162 PTIF 0388 General	40,000.00	-	40,000.00
1162.4 Zions Bank	-	440.00	2,041.87
1162.5 Wells Fargo Bank	951.52	-	(0.02)
1162.6 PTIF 0168 Perpetual Care	111,596.81	48.20	111,918.65
1175 Undeposited receipts	-	(400.00)	-
<b>Total Cash and cash equivalents</b>	<u>159,682.78</u>	<u>88.20</u>	<u>161,094.95</u>
<b>Total Current Assets</b>	<u>159,682.78</u>	<u>88.20</u>	<u>161,094.95</u>
<b>Total Assets:</b>	<u>159,682.78</u>	<u>88.20</u>	<u>161,094.95</u>
<b>Liabilites and Fund Equity:</b>			
<b>Equity - Paid In / Contributed</b>			
2980.0 BEGINNING OF YEAR	(159,682.78)	(88.20)	(161,094.95)
<b>Total Equity - Paid In / Contributed</b>	<u>(159,682.78)</u>	<u>(88.20)</u>	<u>(161,094.95)</u>
<b>Total Liabilites and Fund Equity:</b>	<u>(159,682.78)</u>	<u>(88.20)</u>	<u>(161,094.95)</u>
<b>Total Net Position</b>	<u>-</u>	<u>-</u>	<u>-</u>

**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**79 Perpetual Care Fund - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Charges for services</b>					
3482.0 PERPETUAL CARE FEES	6,340.00	40.00	1,090.00	-	-
<b>Total Charges for services</b>	<u>6,340.00</u>	<u>40.00</u>	<u>1,090.00</u>	<u>-</u>	<u>-</u>
<b>Interest</b>					
3810.0 INTEREST EARNINGS	537.84	48.20	322.17	-	-
<b>Total Interest</b>	<u>537.84</u>	<u>48.20</u>	<u>322.17</u>	<u>-</u>	<u>-</u>
<b>Contributions and transfers</b>					
3830.0 LAND LEASE REVENUE	735.00	-	-	-	-
3890.0 BEGINNING FUND BAL TO BE APPRO	-	-	-	-	-
<b>Total Contributions and transfers</b>	<u>735.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenue:</b>	<u>7,612.84</u>	<u>88.20</u>	<u>1,412.17</u>	<u>-</u>	<u>-</u>
<b>Expenditures:</b>					
<b>Transfers</b>					
4091.0 CONTRIBUTION TO GENERAL FUND	-	-	-	-	-
<b>Total Transfers</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures:</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Change In Net Position</b>	<u>7,612.84</u>	<u>88.20</u>	<u>1,412.17</u>	<u>-</u>	<u>-</u>

**ORANGEVILLE CITY CORPORATION**  
**Standard Financial Report**  
**91 General Fixed Assets - 01/01/2015 to 01/31/2015**  
**58.33% of the fiscal year has expired**

	Prior Year Actual	Current Period Actual	Current Year Actual
<b>Net Position</b>			
<b>Assets:</b>			
<b>Non-Current Assets</b>			
<b>Capital assets</b>			
<b>Work in Process</b>			
1601 Construction in Progress	-	5,142.75	124,889.39
<b>Total Work in Process</b>	-	5,142.75	124,889.39
<b>Property</b>			
1611 Land & Rights	131,190.00	-	131,190.00
1615 Infrastructure	7,314,641.81	-	7,314,641.81
1621.20 Buildings 20 yrs	206,981.87	-	206,981.87
1621.30 Buildings 30 yrs	188,600.00	-	188,600.00
1621.40 Buildings 40 yrs	780,000.00	-	780,000.00
1631.15 Improvements other than bldgs 15 yrs	130,864.86	-	130,864.86
1631.20 Improvements other than bldgs 20 yrs	214,114.02	-	214,114.02
1631.30 Improvements other than bldgs 30 yrs	321,280.00	-	321,280.00
1641.05 Machinery & equipment 05 yrs	17,500.00	-	17,500.00
1641.10 Machinery & equipment 10 yrs	299,534.00	-	299,534.00
<b>Total Property</b>	<b>9,604,706.56</b>	-	<b>9,604,706.56</b>
<b>Accumulated depreciation</b>			
1721.20 AccDpn Buildings 20 yrs	(93,824.29)	-	(93,824.29)
1721.30 AccDpn Buildings 30 yrs	(118,222.99)	-	(118,222.99)
1721.40 AccDpn Buildings 40yrs	(205,528.77)	-	(205,528.77)
1731.15 AccDpn Improvements other than bldgs 15 yrs	(52,329.55)	-	(52,329.55)
1731.20 AccDpn Improvements other than bldgs 20 yrs	(65,263.31)	-	(65,263.31)
1731.30 AccDpn Improvements other than bldgs 30 yrs	(64,562.18)	-	(64,562.18)
1741.05 AccDpn Machinery & equipment 05 yrs	(7,087.67)	-	(7,087.67)
1741.10 AccDpn Machinery & equipment 10 yrs	(290,434.13)	-	(290,434.13)
<b>Total Accumulated depreciation</b>	<b>(897,252.89)</b>	-	<b>(897,252.89)</b>
<b>Total Capital assets</b>	<b>8,707,453.67</b>	<b>5,142.75</b>	<b>8,832,343.06</b>
<b>Total Non-Current Assets</b>	<b>8,707,453.67</b>	<b>5,142.75</b>	<b>8,832,343.06</b>
<b>Total Assets:</b>	<b>8,707,453.67</b>	<b>5,142.75</b>	<b>8,832,343.06</b>
<b>Liabilities and Fund Equity:</b>			
<b>Equity - Paid In / Contributed</b>			
2971.1 Invested in capital assets	(9,612,206.56)	(5,142.75)	(9,737,095.95)
2971.3 Book cost of assets retired	-	-	-
2972 Total depreciation charged	904,752.89	-	904,752.89
<b>Total Equity - Paid In / Contributed</b>	<b>(8,707,453.67)</b>	<b>(5,142.75)</b>	<b>(8,832,343.06)</b>
<b>Total Liabilities and Fund Equity:</b>	<b>(8,707,453.67)</b>	<b>(5,142.75)</b>	<b>(8,832,343.06)</b>
<b>Total Net Position</b>	-	-	-

**ORANGEVILLE CITY CORPORATION**  
Standard Financial Report  
91 General Fixed Assets - 01/01/2015 to 01/31/2015  
58.33% of the fiscal year has expired

	Prior Year Actual	Current Period Actual	Current Year Actual	Original Budget	Revised Budget
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating expense</b>					
4100 DepnExp General Government	11,580.00	-	-	-	-
4200 DepnExp Public Safety	18,665.28	-	-	-	-
4400 DepnExp Highways & Public Improvements	3,191.88	-	-	-	-
4500 DepnExp Parks and Recreation	35,814.71	-	-	-	-
<b>Total Operating expense</b>	<b>69,251.87</b>	-	-	-	-
<b>Total Income From Operations:</b>	<b>69,251.87</b>	-	-	-	-
<b>Total Income or Expense</b>	<b>69,251.87</b>	-	-	-	-

**ORANGEVILLE CITY  
BUSINESS LICENSE APPLICATION**

Business License for year 2015  
Or for temporary license from \_\_\_\_\_ to \_\_\_\_\_

NAME OF APPLICANT Natalie Olsen

NAME OF BUSINESS Sew What?!

OWNER OF BUSINESS Natalie Olsen

TYPE OF BUSINESS Sewing/alterations/tailoring

MAILING ADDRESS

Box 364  
Orangeville

BUSINESS ADDRESS

495 N. Canyon Vw. Dr.  
Orangeville

Cell Phone No. 435-749-0160

Phone No. 435-748-2612

E-Mail Address Nesloeilatan@gmail.com

Utah State License (if applicable)

Expiration Date

I hereby certify that the above information is accurate, true, and correct to the best of my knowledge and understanding. I also understand that falsification and/or failure to provide information herein will be grounds for revoking my Home or Premises Occupation Business License.

I have read the Home Occupation (11-11-18) and Premises Occupation (11-11-19) regulations of the Orangeville City Code, and I understand and will comply with this ordinance. Any violations of this ordinance can result in the revoking of my Business License.

**NO LICENSE SHALL BE ISSUED UNTIL ALL PENALTIES LEGALLY ASSESSED HAVE BEEN PAID.**

Natalie Olsen  
Signature of Applicant

1/30/2015  
Date

Dennis D. Little  
Zoning Enforcement Officer

1-30-2015  
Date

[Signature]  
Planning and Zoning Commission

2-5-2015  
Date

CITY USE ONLY: License # 170 Date Issued 2-6-15 Amt. Red. 35.00



## Emery County Recreation District

P.O. Box 532  
75 S 400 E.  
Castle Dale, UT 84513  
PH: 435-381-2108  
FAX: 435-381-2194  
[www.emerycounty.com/rec](http://www.emerycounty.com/rec)

Emery County Town's,

The Emery County Recreation is changing the canopy rental agreement this year. In the past, the Recreation has let each town use the canopies for no charge. It has become a problem with the canopies and the parts returned damaged or extremely dirty. The canopies are in high demand over the summer, so if one part is broken, it eliminates the whole canopy. The cost of the canopies is expensive and The Recreation can't afford to keep replacing parts that are broken. The Recreation is happy to help out with each town celebration, but we need help with taking care of the canopies, so they will last for many more years.

I have attached a rental agreement form that will need to be filled out (each year) and a \$100.00 deposit will be due before the canopies can be picked up. The deposit will be returned after the canopies have been brought back in the same condition that they were taken. If one of the parts is broken or dirty, the Recreation will keep the \$100.00 deposit. If you have any questions, please call The Recreation Center at the above number.

Thanks,

The Emery County Recreation District



**RENTAL AGREEMENT FROM EMERY COUNTY RECREATION**

Name of group/Person Responsible \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Person to make refund payable to \_\_\_\_\_

Mailing Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Today's Date \_\_\_\_\_

Date Requested \_\_\_\_\_ Time Requested \_\_\_\_\_

**CANOPY RENTALS**

Large Canopy                      18' x 40'                      # \_\_\_\_\_

Small Canopy                      10' x 20'                      # \_\_\_\_\_

Total # of Canopies \_\_\_\_\_ Deposit Amount **\$100.00**

**I agree to pay a \$100.00 deposit or replace any canopy damaged while in my possession.**

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**UTAH LOCAL GOVERNMENTS TRUST**

55 South Highway 89, North Salt Lake, UT 84054  
o 801.936.6400 t 800.748.4440 f 801.936.0300 www.utahtrust.gov



February 6, 2015

Cindy Nielson  
Treasurer  
Orangeville City  
P. O. Box 677  
Orangeville, UT 84537

Dear Member,

I am pleased to report your share of the \$1,000,000 Liability Program Dividend that your entity is eligible to receive. This \$1,000,000 dividend was approved by our Board of Directors and was made possible because of outstanding results in our Liability Program. Thank you for your role in this success.

Active members of the Trust's Liability Program as of July 1, 2015 will receive payment for their share of this distribution in July. The amount that each member of the Liability Program will receive is based on members' 2014 individual liability premium as a percentage of 2014 total liability premiums. This calculation is then multiplied by \$1,000,000 to arrive at the member's dividend.

**Orangeville City is eligible to receive \$1,131.65.**

We thank you for your commitment and for the confidence you place in the Trust. We value our partnership and look forward to a bright future.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve", written over a horizontal line.

Steven A. Hansen, CEO

cc Mayor/Council Members